

COMPENDIUM *of* UGC REGULATIONS 1957-2023

Decades of Quality Higher Education



सत्यमेव जयते



ज्ञान-विज्ञान विमुक्तये

University Grants Commission

Ministry of Education
Government of India, New Delhi

www.ugc.gov.in



Compendium of UGC Regulations



The University Grants Commission
Bahadur Shah Zafar Marg
New Delhi – 110002

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Compiled & Edited by:-

Dr. Nikhil Kumar	Dr. Mriganka Sekhar Sarma
Deputy Secretary, UGC	Deputy Secretary, UGC

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Prof. Manish R. Joshi, Secretary,
University Grants Commission
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Designed by : **Deeya Media Art**
D-41/A, Opp. Metro Pillar No. 33, Vikas Marg,
Laxmi Nagar, Delhi-110092
Ph. : +91 9312550335, +91 7042732332
E-mail : infodma07@gmail.com

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RULES

**University Grants Commission
(Inspection of Universities) Rules, 1960.**

No. F. 246/56A.1

Dated the _____

In exercise of the power conferred by clause (g) of Sub Section (2) of Section 25 of the University Grants Commission Act 1956 (3 of 1956) the Central Government hereby makes the following rules:

Short title and commencement 1. (1) These rules may be called the University Grants Commission (Inspection of Universities) Rules, 1960.

Definitions (2) They shall come into force with immediate effect.
2. In these rules unless the context otherwise requires:-
a. "Commission" means the University Grants Commission;
b. "University" means a University as defined in Section 2(f) of the University Grants Commission Act, 1956; and includes an institution of higher learning deemed to be a University under Section 3 of the said Act;
c. "Financial Year" means the year commencing from the 1st April and ending 31st March of the following calendar year; and
d. "Academic Year" means the academic year of the respective Universities.

Inspection 3. The Commission may appoint a Committee, wherever or whenever necessary consisting of such persons as it may decide in each case and subject to the provision of rule 6, to examine and report on the financial needs of a University or its standards of teaching, examination and research or both.
4. Before the Commission inspects the University, the Commission shall send to the Vice Chancellor of the University a questionnaire seeking information on all relevant matters relating to the Department/ Departments or institution/ institutions to be inspected.
5. After receipt of information under rule 4, the Commission shall fix the date of inspection by the Committee and communicate the same. To the University concerned.

Association of Universities 6. The University shall be associated with the inspection in the following manner, namely:-
a. The University shall nominate not more than three representatives who may include the Vice Chancellor or the Registrar, the Dean or the Deans of Faculty/Faculties concerned and such other officers/ teachers of the department/ departments or institutions as may be deputed by the University and their names shall be communicated to the Commission.
b. The representatives of the University shall be associated with the inspection for such time and in such manner as may be determined by the Committee after consultation with the University.
c. In carrying out the inspection, the Committee may have discussions with such officer/teachers and other members of the department(s) or institution(s) to be inspected as may be considered necessary by the Committee.

UGC Rules regarding Inspection of Universities:

7. As soon as possible after the inspection, the Committee shall report its findings to the Commission.

(P.N. KIRPAL)

Secretary

To

The Publisher,
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Copies forwarded for information to:-

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4. All the Sections of this Ministry.

By Order. (P.D. SHUKLA)

Deputy Educational Advisor

**University Grants Commission
(Inspection of Universities) Rules, 1961.**

S.O. 287, dated the 28th January, 1961. - In exercise of the powers conferred by clause (g) of sub-section (2) of Section 25 of the University Grants Commission Act, 1956 (3 of 1956) the Central Government hereby makes the following rules, namely :-

- 1. Short title.-** These rules may be called the University Grants Commission (Inspection of Universities) Rules, 1961.
- 2. Definitions.-** In these rules unless the context otherwise requires;-
 - (a) “University” means a University as defined in clause ((of Section 2 of the University Grants Commission Act, 1956, and includes an institution for higher education deemed to be a University under Section 3 of the said Act;
 - (b) “Financial Year” means the year commencing from the 1st April and ending on the 31st March of the following calendar year; and
 - (c) “Academic Year” means the academic year of the respective Universities.
- 3. Appointment of Committees.-** The Commission may appoint a Committee, wherever or whenever necessary, consisting of such persons as it may decide in each case and subject to the provisions of rule 6, to examine and report on the financial needs of a University or its standards of teaching examination and research or both.
- 4. Questionnaire to be supplied.-** Before the Committee inspects a University, the Commission shall send to the Vice-Chancellor of the University a questionnaire seeking information on all relevant matters relating to the Department/Departments or Institution/Institutions to be inspected.
- 5. Communication of date of inspection.-** After receipt of information under rule 4, the Commission shall fix a date for inspection by the Committee and communicate the same to the University concerned.
- 6. University to be associated.-** The University shall be associated with the inspection in the following manner, namely :-
 - (a) The University shall nominate not more than three representatives who may include the Vice-Chancellor or the Registrar, the Dean who may include the Vice-Chancellor or the Registrar, the Dean or the Deans of Faculty/Faculties concerned and such other officers/teachers of the Department/Departments or Institution/Institutions as may be deputed by the University and their names shall be communicated to the Commission.
 - (b) The representatives of the University shall be associated with the inspection for such time and in such manner as may be determined by the Committee after consultation with the University.
 - (c) In carrying out the inspection, the Committee may have discussions with such officers/teachers and other members of the Department(s) or Institution(s) to be inspected as may be considered necessary by the Committee.
- 7. Report to the Commission.-** As soon as possible after the inspection, the Committee shall report its findings to the Commission.

**University Grants Commission
(Inspection of Universities) Rules, 2004.**

New Delhi the 10th March 2004

In Exercise of the power conferred by clause (g) of Sub- Section (2) of Section 25 of the University Grants Commission Act 1956 (3 of 1956) and in supersession of the University Grants Commission (Inspection of Universities) Rules. 1960 the Central Government hereby makes the following rules:-

1. (1) These rules may be called the University Grants Commission (Inspection of Universities) Rules, 2004.
(2) They shall come into force with immediate effect.
2. In these rules unless the contexts otherwise requires:-
 - (a) “Commission” means the University Grants Commission:
 - (b) “University” means a University established or incorporated by or under a Central Act, a Provincial or a State Act: and includes an institution of higher learning deemed to be a University under Section 3 of the said Act:
 - (c) “Financial Year” means the year commencing from the 1st April and ending 31st March of the following calendar year: and
 - (d) “Academic Year” means the academic year of the respective Universities.
3. The Commission may appoint a Committee wherever or whenever Necessary consisting of such persons as it may decide in each case and subject to the provision of rule 6, to examine and report on the financial needs of a University or its standards of teaching examination and research or both.
For the purpose of inspection the universities may be categorized as follows:-
 - i. The Universities which have been established during last five years and have not got NAAC accreditation may be inspected by the UGC on annual basis.
 - ii. The universities which have been accredited by NAAC may not require further inspection by UGC till the date of accreditation is valid.
 - iii. The universities which are older than five years and are not accredited by NAAC may be inspected after two or three years.
- 3A. “A schedule of inspection of universities during the year shall be prepared/ provided by the Commission to the universities concerned under intimation to the Central Government every year in the month of January.
4. Before the Commission inspects the University the Commission shall send to the Vice-Chancellor of the University questionnaire seeking information on all relevant matters relating to the Department/Departments or institution/institutions to be inspected.
5. After receipt of information under rule 4, the Commission shall fix the date of inspection by the Committee and communicate the same to the Univer concerned.
 - 5A. The Central Government may direct the University Grants Commission to conduct the inspection of a particular university as and when necessary to safeguard the standards of teaching examination and research.
6. The University shall be associated with the inspection in the following manner namely:-
 - a) The University shall nominate not more than three representatives who may include the Vice-Chancellor or the Registrar, the Dean or the Deans of Faculty/Faculties concerned and such other officers/teachers of the department/departments or institutions as may be deputed by the Univer and their names shall be communicated to the Commission.

UGC Rules regarding Inspection of Universities:

- b) The representatives of the University shall be associated with the inspection for such time and in such manner as may be determined by the Committee after consultation with the University.
 - c) In carrying out the inspection the Committee may have discussions with such officer/ teachers and other members of the department(s) or institutions(s) to be inspected as may be considered necessary by the Committee.
7. Within the time limit as may be prescribed by the Commission, the Committee shall report its findings to the Commission.
- 7A. “Cases of major financial irregularity or violation of standards of teaching, examination and research or both shall be brought to the notice of the university authorities under intimation to the Central Government or the State Government by the Commission.”
 - 7B. The defaulting universities would rectify the shortcomings noticed and brought to their notice by the Commission within a period of three months.
8. “The failure on the part of university to rectify such shortcomings within the time period stipulated by the UGC shall render the university to get derecognized under Section 12B”

No. F.4-41/2003-U.I

(Ravi Mathur)
Joint Secretary to the Govt. of India

**University Grants Commission
(Inspection of Universities) Rules, 2009.**

New Delhi, dated the 6th April, 2009

G.S.R. -In exercise of the powers conferred by clause (g) of sub-section(2) of section 25 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the University Grants Commission (Inspection of Universities) Rules, 2004, except in respect of things done or omitted to be done before such supersession, the Central Government hereby makes the following rules, namely:-

1. Short title and commencement. - (1) These rules may be called the University Grants Commission (Inspection of Universities) Rules, 2009.
(2) They shall come into force on the date of their publication in the Official Gazette.
2. Definitions. -(1) In these rules unless the context otherwise requires,-
 - (a) “Act” means the University Grants Commission Act, 1956 (3 of 1956);
 - (b) “Central University” means a University established by or under an Act of Parliament.
 - (c) “Committee” means the Inspection Committee constituted under rule 3;
 - (d) “Council” means a regulatory body established by or under an Act of Parliament for maintenance of standards in a particular field of education and includes,
 - (i) All India council for Technical Education;
 - (ii) University Grants Commission;
 - (iii) Medical council of India;
 - (iv) Indian Council for Agricultural Research;
 - (v) Nation Council for Teacher Education;
 - (vi) Dental Council of India;
 - (vii) Pharmacy Council of India;
 - (viii) Indian Nursing council;
 - (ix) Bar Council of India;
 - (x) Central Council of Homeopathy;
 - (xi) Central Council for Indian Medicine;
 - (xii) Council of Architecture;
 - (xiii) Distance Education Council;
 - (e) “Financial Year” means the year commencing on the 1st day of April and ending on the 31st day of March of the following calendar year;
 - (f) “NAAC” Means the National Academic and Accreditation Council;
 - (g) “section” means section of the Act;
 - (h) “State University” means a university established by or under an Act of a State Legislature but does not include a Private University established under a State legislation;
 - (i) “University” means an academic institution defined under clause (f) of section 2 of the University Grants Commission Act, 1956.
- (2) Words and expressions used and not defined herein but defined in the Act, shall have the meanings respectively assigned to them in the Act.

UGC Rules regarding Inspection of Universities:

3. **Inspection Committee.**- (1) The Commission shall appoint an Inspection Committee, as provided under section 13 of the Act, for the purpose of ascertaining the financial needs of a University or its standards of teaching, examination and research, or for both.
 - (2) The Committee shall consist of the following members, namely:-
 - I. Two Vice-Chancellors, either serving or retired, from any Central or State University.
 - II. Not less than three and not more than five members, out of which one member shall be a woman, from amongst professors in any University, having special knowledge of the courses being conducted in the University to be inspected:
Provided that none of the members of the Committee under clause (i) and (ii) shall be employee, whether past or present, of the University to be inspected.
 - III. One member from each of the Councils exercising jurisdiction over the courses being conducted in the University to be inspected.
 - IV. One member from National Academic and Accreditation Council or and equivalent authorised accreditation agency.
 - (3) The Commission shall nominate one of the members appointed under clause (i) of sub-rule (2) to act as the Chairman of the Committee.
 - (4) The Commission shall nominate one of the members appointed under clause (ii) of sub-rule (2) to act as the Member-Secretary of the Committee.
4. **Periodicity of Inspections.** - The periodicity of inspections of a University shall be as under:
 - (1) A University which as been accredited by National Academic and Accreditation Council or an equivalent authorised accreditation agency and which has been rated as Class “B” or above or its equivalent, need not be inspected by the commission till the date of validity of such accreditation.
 - (2) A University which has been in existence for a period not exceeding five years and not covered under sub-rule (1) shall be inspected annually.
 - (3) A university which has been in existence for a period exceeding five years and not covered under sub-rule (1) shall be inspected once in every two years.
Provided that a University may be inspected before the expiry of the period specified in this rule on account of any exigency, to be specifically recorded by the Commission, which, in the opinion of the Commission, warrants such inspection.
5. **Scheme of Inspection of University.** - (1) The Commission shall notify a scheme for inspection of all the Universities in the month of January every year.
 - (2) The scheme of inspection prepared under sub-rule (1) shall also be made available on the website of the Commission for general information.
 - (3) The Commission shall communicate to the University in the Form annexed to these rules, the period during which the inspection shall be carried out by the Committee.
6. **Consultations with the University.** - (1) The Committee shall hold consultations with the University to be inspected so as to facilitate the University to provide its views on the subject matter of such inspection.
 - (2) For the purposes of such consultations, the University shall nominate not more than three representatives who may include the Vice-Chancellor or the Registrar or such other officers or teachers as may be nominated by the Vice-Chancellor of the University, and who shall represent the views of the University, and their names shall be communicated to the Commission.

- (3) If the Committee proposes to physically inspect any faculty or department or any part or parts of the University, the nominees of the University shall not be considered as members of the Committee.
- (4) Nothing in this rule shall preclude the Committee from having discussions with such other employee(s) or visiting faculty of the University as may be considered necessary by the Committee for arriving at the facts.

Explanation: For the purpose of this rule, the words “consultations” or “association” shall mean the holding of discussions or seeking information or obtaining clarifications to queries that may arise during the course of the inspection process but shall not provide a right to the nominees of the University to be part of the internal deliberations of the Committee for the purpose of arriving at any conclusion or providing any recommendation to the Commission.

7. Time frame for the Inspection Process. - (1) The Committee shall submit its detailed report along with recommendations within one month from the date the Commission has fixed for inspection under sub-rule (3) of rule (5) and in case any grave financial irregularity is noticed during the inspection process, the Committee shall specifically draw attention to such irregularity in its report.

- (2) The report of the Committee shall include the observations or comments or clarifications, if any, provided by the nominees of the University associated with the inspection under rule 6.
- (3) The Commission shall forthwith, but not later than fifteen days from the date of receipt of the report of the University concerned for submitting a plan of action for action upon the recommendations or such other comments or opinions as the University may like to provide.
- (4) The University shall submit its plan of action or such other comments or opinions within a period of one month from the date of receipt of communication from the Commission under sub-rule (3), failing which the Commission shall proceed further on the assumption that the University has no comment or opinion to offer on the report and its recommendations.
- (5) The Commission shall consider the response, if any, received from the University and recommend to the University, the action to be taken as a result of such inspection process, within one month from the date of decision of receipt of response.
- (6) The time provided to the University for acting upon the recommendations should not exceed six months from the date of decision of the Commission:

Provided that in case the Commission decides to provide a time period exceeding six months for acting upon any recommendation or set of recommendations, it shall specifically record the time period so provided and the reasons thereof.

8. Failure to comply with directions:- The failure on the part of the University to implement the recommendations of the Commission or to rectify the shortcomings pointed out by the Commission under sub-rule (5) of rule (7) within the time period specified under sub-rule (6) of rule (7), or regarding any financial irregularities committed by the University and reported by the Committee under sub-rule (1) of rule (7), shall render the University liable for action under section 14 of the Act besides the action under section 12B of the Act.

UGC Rules regarding Inspection of Universities:

9. Power of the Central Government to issue directions. - Notwithstanding anything contained in these rules, the Central Government may direct the University grants Commission to conduct the inspection of a University as and when deemed necessary to safeguard the standards of teaching, examination and research or to inquire into case of financial irregularity brought to the notice of the Central Government.

(Sunil Kumar)
Joint Secretary to the Government of India

[No. F. 4-41/2003-UI/UIA]

University Grants Commission
(Returns of Information by Universities) Rules, 1957.

S.R.O. 3481, dated the 28th October, 1957. - In exercise of the powers conferred by Section 25 of the University Grants Commission Act, 1956 (3 of 1956), the Central Government hereby makes the following rules to provide for the matters mentioned in clause (j) of sub-section (2) of said section, namely :-

1. Short title.- These rules may be called the University Grants Commission Returns and Information Rules, 1957.

2. Definitions.- In these rules, unless the context otherwise requires, --

- (a) “Chairman” means the Chairman of the Commission;
- (b) “Commission” means the University Grants Commission established under Section 4;
- (c) “section” means the University Grants Commission Act, 1956;
- (d) “Government” means the Government of India, Ministry of Education & Scientific Research.

3. Form of returns to be furnished.-

(1) The University Grants Commission shall furnish to the Government the following returns--

- (a) Half-yearly statement of grants sanctioned by the Commission together with the names of the Universities to which the grants are sanctioned showing the purpose of the grants;
 - (b) Half-yearly statement of grants, donations loans or other receipts received by the Commission from sources other than the Government of India;
 - (c) Half-yearly statement of expenditure out of the grants, donations, loans or other receipts, as referred to in clause (b) above;
 - (d) Yearly statement showing the investments of the Commission.
- (2) (a) The Half-yearly statements under clauses (a), (b) and (c) of sub-rule (1) shall be prepared for the half years ending the 31st March and the 30th September of each year and be submitted so as to reach the Government on or before the 1st May and the 1st November respectively.
- (b) The yearly statement under clause (d) of sub-rule (1) shall be prepared for the year ending the 31st March and be submitted so as to reach the Government on or before the 1st May following.

Provided that the statement to be submitted on or before the 1st May, 1958 shall relate to the period from the 1st October 1957 to the 31st March, 1958.

4. The Commission shall also furnish to the Government the following :-

- (a) Five sets each of the agenda and proceedings of each meeting of the Commission;
- (b) Ten copies or such other number as may be required by the Government, of any report or survey prepared by the Commission in connection with problems of University education in India and other Countries, under clause (h) of Section 12;
- (c) Five copies of the budget duly passed by the Commission to be submitted by the 15th October, of each year :
- (d) 1,000 copies of the annual report to be submitted to Government by the 1st October of the year following the one to which it relates.

**University Grants Commission
(Returns of Information by Universities) Rules, 1979.**

New Delhi, the 18th January, 1979

NOTIFICATION

In exercise of the powers conferred by subsection (i) read with (f) & (k) of subsection (2) of Section 25, of the University Grants Commission Act 1956 (3 of 1956), the Central Government hereby makes the following rules, namely-

1. *Short title, and commencement:-*

1. These rules may be called the University Grants Commission (Returns of Information by Universities) Rules, 1979.
2. They shall come into force on the date of their publication in the Official Gazette.

2. *Returns and Information to be furnished:-*

Every university shall, on or before the date specified by the University Grants Commission every year in this behalf, furnish the following returns and information to the Commission, namely-

- a. Up to date copies of,
 - i. the Act., Statutes and Ordinances concerned;
 - ii. rules for grant in aid to the colleges belonging to or affiliated to it;
 - iii. rules of the inspection of colleges belonging to or affiliated to it;
- b. reports on the inspection of colleges belonging to or affiliated to it;
- c. minimum working days in the university, period of vacations, examination days and the number of days when actual teaching is conducted exclusive of the days for the preparation for examinations;
- d. where there are admission tests, a note indicating the minimum criteria laid down along with admission policy and variations, if any, from the basis specified for admission;
- e. the statistics of the students admitted below the minimum qualifications referred to in clause (d);
- f. residence for students;
- g. residence for staff;
- h. the annual accounts of the university including the audit report;
- i. The total staff strength in different categories with qualifications and research experience. (This could be intimated by the university once in every five years, with changes, if any, to be intimated every year);
- j. student strength at various stages;
- k. Teacher pupil ratio;
- l. Results of examinations with divisions.

UGC Rules regarding Return of Information by the Universities:

Explanations: For the removal of doubts it is hereby declared that for the purpose of this rule, the term “university” means a university as defined in clause (f) of Section 2 of the University Grants Commission Act, 1956 (3 of 1956), and includes an institution deemed to be a University under Section 3 of the said Act.

Sd/- (S.N. Pandita)

Joint Secretary to the Government of India

(No.F.1664/76LU (U.5))

The Manager

Government of India Press Ring Road, New Delhi

Copy forwarded for information to:-

1. The Secretary, University Grants Commission, New Delhi.
2. All Ministries of the Govt. of India, the Cabinet Secretariat, the Prime Minister’s Office, the Planning Commission,
3. The Comptroller & Auditor General of India, New Delhi.
4. The Accountant General, Central Revenues, New Delhi.
5. All State Govts., Administrations of Union Territories.
6. The Registrars of all Universities and all Institutions deemed to be Universities in India.

Sd/- (M.N. Sinha)

Under Secy. to the Govt. of India

**University Grants Commission
(Returns of Information by Universities) Rules, 2004.**

New Delhi, the 10th March 2004

NOTIFICATION

In exercise of the powers conferred by sub-section (1) read with (f) & (k) of sub-section (2) of Section 25, of University Grants Commission Act 1956 (3 of 1956), and in supersession of the University Grants Commission (Returns of Information by Universities) Rules, 1979, the Central Government hereby makes the following rules, namely-

1. Short title and commencement:-

- (i) These rules may be called the University Grants Commission (Returns of Information by Universities) Rules, 2004.
- (ii) They shall come into force on the date the publication in the Official Gazette.

2. Returns and Information to be furnished:

Every university shall on or before the date specified by the University Grants commission every year in this behalf furnish the following returns and information to the Commission namely-

- (a) Up-to-date copies of
 - (i) the Act, statutes and Ordinances;
 - (ii) rules for grant-in-aid to the colleges belonging to or affiliated to it;
 - (iii) rules of the inspection of colleges belonging to or affiliated to it;
 - (iv) rules for affiliation of colleges.
 - (v) Total number of colleges affiliated to the University.
- (b) reports on the inspection of colleges belonging to or affiliated to it
- (c) minimum working days in the university period of vacations, examination days and the number of days when actual teaching is conducted exclusive of the days for the preparation for examinations;
- (d) when there are admission tests a note indicating the minimum criteria laid down alongwith admission policy and variations if any from the basis specified for admission:
- (e) the statistics of the students admitted below the minimum qualifications referred to in clause (d):
- (f) residential accommodation for students:
- (g) residential accommodation for staff:
- (h) the annual accounts of the university including the audit report:
- (i) the total staff strength in different categories with qualifications and research experience. (This could be intimated by the university once in every five years, with changes if any to be intimated every year);
- (j) students strength at various stages:
- (k) teacher-pupil ratio;
- (l) results of examinations with division.
- (m) Status of NAAC accreditation of the university and its affiliated colleges.

UGC Rules regarding Return of Information by the Universities:

- (n) Status of compliance with various UGC regulations.
- (o) Status of off-campus centers/study centers and distance education centers being operated by the university.
- (p) Self-financing courses being offered by the university.
- (q) Teaching staff- non-teaching staff ratio.
- (r) Position of vacancies against teaching staff posts.
- (s) Innovation in academics research and management, if any.
- (t) Grants received from UGC/Central agencies scheme-wise during the last financial year and position of utilization.
- (u) Pending utilization certificate in respect of UGC grants, if any.
- (v) Programs of study being offered in collaboration with any foreign university, whatsoever.

Explanations: For the removal of doubts it is hereby declared that for the purpose of this rule, the term “university” means a university as defined in clause (f) of Section 2 of the University Grants Commission Act, 1956 (3 of 1956), and includes an institution deemed to be a University under Section 3 of the said Act.

Note: The University shall provide all the updated information as contained in the proforma prescribed by the Commission and also the information as detailed out in para 2 of these rules on its website.

(Ravi Mathur)
Joint Secretary to the Govt. of India

No.F.4-41/2003-U.I

**University Grants Commission
(Furnishing of Information by Universities) Rules, 2015.**

NOTIFICATION

New Delhi, the 22nd June ,2015

G.S.R. 517(E).—In exercise of the powers conferred by sub-section (1) read with clause (f) and (k) of sub-section (2) of section 25 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the University Grants Commission (Returns of Information by Universities) Rules, 2004 except as respects thing done or omitted to be done before such supersession, the Central Government hereby makes the following rules, namely:-

- 1. Short title and commencement.** - (1) These rules may be called University Grants Commission (Furnishing of Information by Universities) Rules, 2015.
 - (2) They shall apply to every university established or incorporated by or under a Central Act, a Provincial Act, a State Act and every Institution declared as deemed to be University under section 3 of the University Grants Commission Act, 1956.
 - (3) They shall come into force on the date of their publication in the Official Gazette.
- 2. Returns and Information to be furnished.**- Every University shall, on or before the date specified by the University Grants Commission every year in this behalf and in the format specified by the Commission by notification in the Gazette, furnish the following returns and information to the Commission , namely:-
 - a. Up-to-date copies of –
 - (i) the Act, Statutes and Ordinances;
 - (ii) rules for grant-in-aid to the colleges belonging to or recognized by or affiliated to it;
 - (iii) rule of the inspection of colleges belonging to or recognized by or affiliated to it;
 - (iv) rule of recognition or affiliation of colleges; and
 - (v) total number of colleges, maintained or recognized by or affiliated to the university.
 - b. Reports on the inspection of colleges belonging to or recognized by or affiliated to it.
 - c. Minimum working days in the university, period of vacations, examination days and the number of days when actual teaching is conducted excluding the days for the preparation for examination.
 - d. When there are admission tests a note indicating the minimum criteria laid down along with admission policy and variations, if any, from the basis specified for admission.
 - e. The statistics of the students admitted below the minimum qualifications referred to in clause (d) and justification for the same.
 - f. Residential accommodation for students.
 - g. Residential accommodation for staff.
 - h. The annual accounts of the university shall be prepared on accrual basis as per the “Formats of Accounts” approved by the Ministry of Human resource Development, including the Audit Report.
 - i. The total staff strength in different categories with qualifications and research experience. This could be intimated by the university once in every three years, with changes, if any, to be intimated every year

UGC Rules regarding Return of Information by the Universities:

- j. Courses offered at different levels.
 - k. Students strength at various stages.
 - l. Teacher- student ratio.
 - m. Results of examinations with divisions.
 - n. Status of accreditation of the University and its colleges by a recognized agency.
 - o. Status of compliance with various University Grants Commission regulations.
 - p. Status of off-campus centers or study centers and distance education centers being operated by the university.
 - q. Self-financing courses being offered by the university.
 - r. Teaching staff - non-teaching staff ratio.
 - s. Position of vacancies against teaching staff posts.
 - t. Innovation in academics, research and management, if any.
 - u. Conformity with norms and requirements or regulations of various professional Councils.
 - v. Grants received from University Grants Commission or Central Agencies, scheme-wise during the last financial years and position of utilization.
 - w. Pending utilization certificate in respect of University Grants Commission grants, if any.
 - x. Programs of study being offered in collaboration with any foreign university, with details thereof
3. Every university and its affiliated colleges shall, on or before the date specified by the All India Survey on Higher Education every year in this behalf, upload complete and correct data, as required by the All India Survey on Higher Education, on the Survey Portal (www.aishe.gov.in). The ultimate responsibility of correct, complete and timely uploading or the data annually on All India Survey on Higher Education portal in respect of university, college shall be of the Registrar or Principal of the University or college respectively.
 4. Failure to upload data or information on the All India Survey on Higher Education or for any other purpose for which University Grants Commission directs furnishing of data may entail reduction of grant-in-aid up to 25 per cent of the annual grant-in-aid and other punitive action as the University Grants Commission or Central Government may deem fit. Order of the Central Government or University Grants Commission shall be notified in the web-page. Furnishing of inaccurate or wrong data or information shall attract similar punitive action.
 5. Establishing and proving the authenticity and accuracy of the information shall be responsibility of the Registrar or Principal of the University or College concerned.

(F.No.12-104/2012-UI)

ISHITA ROY Jr. Secy

**University Grants Commission
(Budget and Accounts) Rules, 1962.**

G.S.R. 1298, dated the 19th September, 1962. - In exercise of the powers conferred by sub-section (1) and clauses (h) and (i) of sub-section (2) of Section 25 of the University Grants Commission Act, 1956 (3 of 1956), the Central Government hereby makes the following rules, namely :-

- 1. Short title and commencement.-** (1) These rules may be called the University Grants Commission (Budget and Accounts) Rules, 1962.
(2) They shall come into force on such date as the Central Government may, by notification in the Official Gazette, appoint.
- 2. Definitions.-** In these rules,-
 - (a) “Commission” means the University Grants Commission established under Section 4 of the University Grants Commission Act, 1956:
 - (b) “year” means the financial year beginning with the 1st day of April and ending with the 31st March following.
- 3. Budget.-** (1) The Commission shall, not later than the 15th October, in each year, prepare the budget for the following year showing the details of the estimated receipts and expenditure and also the anticipated opening and closing balances for that year.
(2) The budget shall be prepared in the form set out in Appendix I and five copies thereof shall be forwarded to the Central Government not later than the 1st November preceding the year to which it relates.
(3) A copy of the budget shall also be forwarded to the audit officer concerned.
- 4. Annual report.-** The annual report giving the true and full account of the activities of the Commission during the previous financial year shall be prepared and the copies thereof forwarded to the Central Government not later than the 1st October following the year to which it relates; the report may also contain such observations and suggestions, if any, relating to University education in India as the Commission may deem fit to make.
- 5. Accounts.-** (1) The Commission shall also cause to be maintained the books of accounts and the registers specified in Appendix II in the respective forms set out therein.
(2) The statement of accounts for each year shall be prepared by the Commission after the closing of the accounts for the year and shall be forwarded to the Comptroller and Auditor-General or any other person appointed by him in this behalf not later than the 1st October, following the year.

BUDGET ESTIMATES

University Grants Commission

Receipts previous year	Actuals for the current year	Budget Estimates for current year	Revised Estimates for next year	Budget Estimates Expenditure year year	Previous current	Actuals for the current year	Budget Estimates for year	Revised Estimates for next	Budget Estimates
1	2	3	4	5	6	7	8	9	10
Anticipated opening balance.					1. Section I-Non-Plan Projects				
1. Grants-in-aid from Central Government					A. Administration charges				
2. Grants-in-aid from other sources					(i) Pay of Officers (ii) Pay of establishment (iii) Allowances and honoraria etc. (iv) Other charges- contingencies etc. (v) Interest payable to the				
3. Interest on investments					B. Block Grant Central Universities.				
4. Unspent Balance from grants paid in previous year refunded by Universities					C. Block Grant to institutions deemed to be Universities				
5. Miscellaneous receipts					D. Maintenance Grants to Constituent/affiliated College of Delhi University.				
6. Interest received from the U.G.C. C.P.F.					E. Grants to Central				
	Total Revenues Receipts.....								
Deposits and Advances.....									
Recoveries of advances				TOTAL.....	Universities for Schemes not covered under Block Grants				
					TOTAL SECTION I-NON-PLAN PROJECTS				
					2. Section II-Plan Projects				
					A. Grants to Central and State Universities for Humanities.				
					B. Grants to Central and State Universities for Higher Scientific Education and Research				
					C. Grants to Central and State Universities for Engineering and Technology.				
					D. Grants to Central and State Universities for Misc-Schemes.				
					F. Misc-Expenditure incurred by U.G.C. For Seminars, Conferences etc.				

UGC Rules regarding Fitness of HEIs for Grants and Budget and Accounts:

	G. Reserve for Schemes likely to be implemented during the year.		
	TOTAL SECTION II PLAN PROJECTS		
	TOTAL SECTIONS I & II		
	Less Amount refunded by the Universities during the year. Balance		
	3. Deposits & Advances, Advances repayable		
		TOTAL:	
	Anticipated Closing Balance		

1. Form of Annual Accounts.
2. Other forms.
 - (1) Cash book.
 - (2) Subsidiary Account to the Cash Book.
 - (3) Classified Abstract.
 - (4) Receipt Book.
 - (5) Register of Stock of Receipt Books.
 - Register of Stock of Cheque Books.
 - (6) Register of Stock of Furniture.
 - (7) Register of Leave & Pension contributions.
 - (8) Register of Advances.
 - (9) Contingent Register.
 - (10) Register of Grants paid to universities.
 - (11) Register of Securities.
 - (12) Establishment Register.
 - Register of Officers' Pay and Allowances.
 - (13) Travelling Allowances Register.
 - (14) Register showing the final settlement
 - (15) Register showing particulars of transactions needing further detailed settlement.
 - (16) Abstract of transactions needing further detailed settlement.

ANNUAL ACCOUNT FOR UNIVERSITIES GRANTS COMMISSION

RECEIPTS	PAYMENTS
Opening Balance	1. Section I-Non-Plan Project
1. Grants-in-aid received from Central Government	A. Administration Charges. (i) Pay of Officers (ii) Pay of Establishment (iii) Allowances and Honoraria etc. (iv) Other charges-contingencies etc. (v) Interest payable to the subscribers.
2. Grants-in-aid from other sources.	B. Block Grants to Central Universities.
3. Interest on investments	C. Block Grants to institution deemed to universities.
4. Unspent Balance from grants paid in previous years refunded by Universities	D. Maintenance Grants to constituent/affiliated Colleges of Delhi Universities.
6. Interest received from U.G.C.C.P.F.	E. Grants to Central Universities for Schemes not covered under Block Grants.
TOTAL REVENUE RECEIPTS.....	TOTAL SECTION-NOW-PAN PROJECTS Section II-Plan Projects.
Deposits and Advances.....	A. Grants to Central and State Universities for Humanities.
Recoveries of Advances.....	B. Grants to Central and State Universities for Higher Scientific Education and Research.

UGC Rules regarding Fitness of HEIs for Grants and Budget and Accounts:

RECEIPTS	PAYMENTS
	C. Grants to Central and State Universities for Engineering and Technology.
	D. Grants to Constituent and Affiliated Colleges.
	E. Grants to Central and State Universities for Miscellaneous Schemes.
	F. Miscellaneous expenditure incurred by U.G.C. For Seminars, Conferences, etc.
	TOTAL-SECTION II PLAN PROJECTS TOTAL-SECTION I & II
	Less amount refunded by the Universities during the year. Balance
	III. Deposits & Advances
	Advances repayable
	TOTAL
	Closing Balance
	GRANTS TOTAL

FORM I

Cash Book for the year 196-196

RECEIPTS						DISBURSEMENT					
Date	Receipt pay in slip No.	From whom received	Particulars	Amount Case Book	Initials of responsible authority	Date	Cheque pay in slip No.	To whom paid	Voucher No.	Amount Cash Bank	Initials of responsibility authority
			Head of Account	Rs. nP. Rs. nP					Brought forward	Rs. NP. Rs. NP	
			Brought forward								

CASHBOOK

OFFICE OF.....

FORM 2

RECEIPTS									
Date	No. of receipt where necessary	Particulars	Pay	Allowances	Contingencies		Miscellaneous	Total	Classification
					In recoupment of permanent advance	Advance payment			
			Rs.nP	Rs.nP	Rs. nP	Rs. nP		Rs. nP	

FORM 2-Contd..

Month of.....

Date	Sub-voucher Nos.	Particulars	Pay	Allowances	Contingencies		Miscellaneous	Total	Classification
					Out of permanent advance	Out of money drawn in anticipation payment			
			Rs.nP	Rs.nP	Rs. nP	Rs. nP		Rs.nP	

FORM 3**UNIVERSITY GRANTS COMMISSION**

Classified Abstract of Receipts/Disbursements for the year 196-196

Sl. No.	Head of Account	April		May		June		Progr-essive	July		August		September		Progressive
		Vr.No	Amount	Vr. No.	Amount	Vr. No.	Amount	Total	Vr. No.	Amount	Vr. No.	Amount	Vr. No.	Amount	Total
		Rs.nP.		Rs. nP.		Rs. nP.			Rs. nP.		Rs. nP.		Rs. nP.		

October		November		December		Progressive	February		Progressive	March		Progressive	Remarks
Vr. No.	Amount	Vr. No.	Amount	Vr. No.	Amount	Total	Vr. No.	Amount	Total	Vr. No.	Amount	Total	
Rs. nP		Rs. nP		Rs. nP		Rs. nP	Rs. nP			Rs. nP		Rs. nP	

UGC Rules regarding Fitness of HEIs for Grants and Budget and Accounts:

FORM 4

Receipt Book

No.			Counterfoil 196	No.	
Received from with the sum of Rupees in payment of Rs.	Letter No. in cash by cheque	Dated 196 on account of		Received from with Rupees in cash by cheque	Letter No. the sum of on account of
Initial Designation.				in payment of Rs	Signature Designation.

FORM 5

Register Of Stock Of Receipt Cheque Book

Source from which received	No. of cheque receipts books received together with particulars	Date of issue of receipt/cheque books	To whom issued	Date from which brought into use	Date of closing	Dated initials of the responsible Officer in token of having verified and examined the counterfoils
1	2	3	4	5	6	7

FORM 6

Register Of Stock Of Furniture

RECEIPTS						ISSUES					
Sl. No.	Voucher No. and date	Particulars of stores & furniture	Value	Number of quantity	Date of Orders issue	Number or quantity of issue	Amount if any realised from sale	Date of credit in Cash Book	Dated initials of Accountant	Balance of the each item, after each transaction	Remarks
			Rs. nP.								

FORM 7

Register Of Contributions Towards Pension And Leave Salary Paid During The Year 19... Treasurer

Sl. No.	Name of the Government servant	No. and date of order fixing the rates of contribution	Monthly Rate of Contribution Payable		Date from which payable								
			Pension	Leave Salary		Vr. No.	April Amount	Vr. No.	May Amount	Vr. No.	June Amount	Vr. No.	July Amount
			Rs. nP.	Rs. nP.			Rs. nP.		Rs. nP.		Rs. nP.		Rs. nP.

Vr. No.	August Amount	Vr. No.	September Amount	Vr. No.	November Amount	Vr. No.	December Amount	Vr. No.	January Amount	Vr. No.	February Amount	Vr. No.	March Amount	Remarks
	Rs. nP.		Rs. nP.		Rs. nP.		Rs. nP.		Rs. nP.		Rs. nP.		Rs. np.	

FORM 8

Register Of Advances Permanent/temporary

PAYMENT								REPAYMENT			
Issuing authority	To whom	Particulars of the advances						Date initials of the Accountant	Balance	Remarks	
			Date of payment of the advance	Amount paid	Date	Mode	Amount				
				Rs. nP.			Rs. nP.		Rs. nP.		

UGC Rules regarding Fitness of HEIs for Grants and Budget and Accounts:

FORM 9

Register Of Contingent Charges Of The

Date	To whom paid Appropriation for each head	No. of Sub-voucher Contingent abstract			
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FORM 9 contd.

Department Of The

Unusual Charges	Total of each Contingent abstract	Total of each month's bill	Date of detailed bill	Date of admission with initials
Description	Amount			

FORM 10

Register Of Grants Paid To Universities

Serial No.	Sanction No. and Date	Amount sanctioned	Particulars of grants	Date of payment	Date of receipt of audited accounts	Date of receipts of utilisation certificate	Remarks

FORM 11

Register Of Securities For The Period From To

Sl. No	Date of Purchase	Particulars of securities purchased.	Reference	Amount				Realisation of interest	Remarks (e.g reasons for delay in realisation of interest for short fall)
				Purchase Value	Face Value	Safe custody Receipts No.	Interest for the period from to Amount of Interest due	Amount received,	
				Rs. nP.	Rs. nP		Due Date	Period to which the amount related	
							Date	Reference to receipt item on Case Book	
								Initials of Accountant/ Accounts Officer	

UGC Rules regarding Fitness of HEIs for Grants and Budget and Accounts:

FORM 12

ESTABLISHMENT REGISTER

SI. No.	No. and date of sanction order etc. with date indicating the pay etc, admissible from time to time to be attested by an Officer	Name of incumbent with scale of pay	Reference to pay bill	Initials of the officer who checked the pay bill	Pay and allowances drawnApril Amount Rs. nP.	Ref. No cheque No. and entry in Cash Book	May etc. Amount	Remarks
					Pay. D.A. Salary. TOTAL Deductions. G.P.F. C.P.F. House Rent. Income tax etc. TOTAL Deduction Net Payable	PART II- Certificates		

Certificates to be given in Part II of Register.

Certified that-

- (1) Proper acquittance has been taken for the disbursement of the amounts noted against S. Nos. to in Part I of the Register from the persons concerned for the month of.....
- (2) Remittances of G.P. Fund, P.C.I., etc., to the authorities concerned have been made, out of the deductions effected from the Pay and Allowances of the previous shown against Sr. Nos. to for the month of
- (3) Allowances claimed have been based on the rules in force/proper sanctions.

FORM 13

Travelling Allowance Audit Register OfFor The Year 19--19.

Date of payment	Number of voucher	Name of Drawing Officer	Serial Number of bill	Date of journey	Object of journey	Amount of bill Rs. nP.	Admission		Remarks
							Date	Initials	

NOTE :- The Registrar should be made a personal register of the whole State, a separate page being opened for each Gazetted Government servant who may draw travelling allowance. When bills are drawn from a treasury the name of the treasury should be entered in the column ' Number of Voucher'

FORM 14

Register Showing Particulars Of Transactions Needing Further Details/settlement

Sl. No.	Period of Account	No. of Voucher of date of receipt under objections	Name & particulars of the party	Advances recoverable Pay T.A.	Amount pending further settlement		Amount Service payments for recovery	Reasons for Which settlement is pending	Subsequent reminders etc.	Mode of adjustment /settlement			
					For what of detailed bills	For other reasons				Month In which admitted/ settled	If disallowed or recovered the account in which the item is credited or the number of the voucher from which it is recovered		
										Month	Amount of eachportion settled/ admitted	Date of credit or No. or voucher	Amount
1	2	3	4	5,6	7	8	9	10	11	12	13	14	15

(i) Relating to Grants separately.

(ii) Relating to officers/Estt. separately.

Total of month's transactions pending settlement.

[Total of (i) and (ii) viz., Grants to Office etc., etc.]

TOTAL RUPEES

Deduct-Amount adjusted during.....as in separate adjustment Register.

Balance Carried forward

I certify that I have examined the Register and find it complete in all respects.

Accountant

FORM 15

Register Showing The Final Settlement Of The Transactions

Month of adjustment	No. of Vouchers, date of number recovery of credit etc.	Objection book item number	Original period of Account	Amount			Cash recoveries of service payments	How adjusted
				Advance recoverable	Items adjusted but awaiting clearance			(a) Recovered in cash. (b) Deducted from bill. (c)Refunded to. (d) Admitted or/detailed Account or Bill. (e) Admitted on a stamped or a formal receipt. (f) Admitted on application. (g) Admitted on sanction of competent authority. (h) Admitted on receipt of Certificate of Audit.
				Rs. nP.	Rs. nP	Rs. nP.	Rs. nP.	

UGC Rules regarding Fitness of HEIs for Grants and Budget and Accounts:

FORM 16

Abstract Of Transactions Needing Further Details/Settlement

Month of objection	Amount objected to	Adjusted in April 19	Adjusted in May 19	Adjusted in June 19	Adjusted in July 19	Adjusted in Aug 19	Adjusted in Sept 19	Adjusted in Oct 19	Adjusted in Nov. 19	Adjusted in Dec. 19	Adjusted in Jan 19	Adjusted in Feb 19	Adjusted in Mar 19	Total Adjusted	Balance	Outstanding
Balance 19																
Balance																
Balance 19																
Balance																
Balance 19																
Balance																
April 19																
Balance																
May 19																
Balance																
June 19																
Balance																
July 19																
Balance																
August 19																
Balance																
September 19																
Balance																
October 19																
Balance																
November 19																
Balance																
December 19																
Balance																
January 19																
Balance																
February 19																
Balance																
March 19																
Balance																
Total amount																
Adjusted																
Balance																

**University Grants Commission
(Fitness of Certain Universities for Grants) Rules, 1974.**

New Delhi, the 9th Sep., 1974.

NOTIFICATION

In exercise of the powers conferred by Section 25 of the University Grants Commission Act, 1956 (3 of 1956) read with Section 12A Now read as 12B of that Act, the Central Government hereby makes the following rules, namely:

1. Short title, application and commencement:

- (1) These rules may be called the University Grants Commission (Fitness of Certain Universities for Grants) Rules, 1974.
- (2) They shall apply to every university established after the commencement of the University Grants Commission (Amendment) Act, 1972 (33 of 1972), other than,
 - (i) an agricultural university
 - (ii) a university established against the advice of the Commission for imparting, exclusively, technological or medical education; and
 - (iii) an institution recognized by the Commission, under the clause (f) of Section 2 of the University Grants Commission Act, 1956 (3 of 1956), on or after the 17th day of June 1972, the date on which the University Grants Commission (Amendment) Act, 1972 (33 of 1972) come into force.
- (3) They shall come into force on the date of their publication in the Official Gazette.

2. Fitness for Grant-

“No University to which these rules apply shall be declared to be fit to receive grants from the Central Government” the University Grants Commission or any other Organization receiving any funds from the Central Government unless the Commission is satisfied that:

- (I) the University is a University established or incorporated by or under a Central Act, or
- (II) in the case of any other University, the establishment of the University is justified on one or more of the following grounds, namely:
 - a) inadequacy of the facilities for higher education and research in the area in which the University is situated and the inability of the existing University or Universities of the state concerned to provide for such facilities either in its or their existing faculties or schools or by the establishment of postgraduate centres or campuses.
 - b) the University has or shall have some special features or new, programme and activities which will augment the existing academic resources in the country.
 - c) the University has or shall have programmes for the upliftment of backward areas or removal of region imbalances.
- (III) the law under which the University is established contains a provision for the establishment of a Planning Board or Committee consisting of eminent educationists to indicate the lines on which the University shall develop.
- (IV) in the law under which the University is established, due weight has been given to the recommendations made by:
 - a) the Education Commission (196-466) constituted by a resolution of the Government of India;

UGC Rules regarding Fitness of HEIs for Grants and Budget and Accounts:

- b) the committee on the Government of Universities appointed by the Commission; and
- c) the Committee of Panels appointed by the Commission during the last ten years.
- (V) the University is not merely an affiliating University but a multifaculty University having adequate facilities, for teaching and research in a number of subjects:
- (VI) the university has powers to provide instruction through correspondence courses and to declare a college, department, centre or campus as an autonomous college, department, centre or campus, respectively:
- (VII) every teaching department, centre, discipline in the University has a provision for a minimum staff of one Professor, two Readers and an adequate number of lecturers along with the necessary supporting staff:
- (VIII) adequate machinery for the health residence and welfare for the students has either been provided in, or resources are being made available for the purpose to the University:
- (IX) the university has been provided with adequate facilities in respect of building, equipment, books, library, hostel and staff quarters, excluding colleges library or institutions affiliated or admitted to its privileges, whose aggregate value is not less than Rs 2 crores along with the developed land or the State Government is prepared to give an assurance to the Commission that a minimum amount of Rs 2 crores shall be made available to the University during the initial period of five years for the provision of the above mentioned facilities in addition to the development land.

Sd/-
(I.D.N. Sahi)
Secretary to the Government of India

UGC Rules regarding Fitness of HEIs for Grants and Budget and Accounts:

The Manger,

Government of India Press,
Ring Road, New Delhi.

Copy forwarded for information to:

1. The Secretary, UGC, New Delhi.
2. The Comptroller & Auditor General of India, New Delhi.
3. The Accountant General, Central Revenues, New Delhi.
4. All State Governments and Administrations.
5. All Ministries of the Government of India.
6. All the Universities in India.
7. All the coordination Sections of various Divisions in the Ministry of Education and Social Welfare.

Sd/-
(M.N. Sinha)
Under Secretary

**University Grants Commission
(Fitness of Agricultural Universities for Grant) Rules, 1975.**

New Delhi, the 13th Aug., 1975.

NOTIFICATION

In exercise of the powers conferred by Section 25 of the University Grants Commission Act, 1956 (3 of 1956) read with Section 12A Now read as 12B of that Act, the Central Government hereby makes the following rules, namely:-

1. *Short title, application and commencement:-*
 - I. These rules may be called the University Grants Commission (Fitness of Agricultural Universities for Grant) Rules, 1975.
 - II. They shall apply to every Agricultural University established after commencement of the University Grants Commission (Amendment) Act, 1972 (33 of 1972)
 - III. They shall come into force on the date of their publication in the Official Gazette.
2. *Fitness for grant:* No Agricultural University to which these rules apply shall be declared to be fit to receive grant from the Central Government, the Commission, or any other Organization receiving any funds from the Central Government, unless the Commission is satisfied in respect of the following matters, namely:-
 - I. the establishment of the agricultural University is justified on one or more of the following grounds, namely:-
 1. inadequacy of the facilities for higher education and research in agriculture in the area in which the University is situated and the inability of the existing University or Universities of the State concerned to provide for such facilities either in its or their existing faculties or schools or by the establishment of postgraduate centres or campuses;
 2. the University has or shall have some special features or new programmes and activities which will augment the existing academic resources in the country;
 3. the University has or shall have programme for the up liftment of backward areas or removal of regional imbalances;
 - II. in the law under which the agricultural University is established, due weight has been given to the recommendations made by-
 1. the Education Commission (196466) constituted by the resolution of the Government of India.
 2. the Committee on the governance of Universities appointed by the Commission;
 - III. the State Government concerned with the University has accepted the principle of integration of teaching, research and extension education in the broad area of agriculture and in pursuance of this has agreed to transfer research, in the broad area of agriculture within the State to the University.
 - IV. to facilitate coordination between the agricultural University and the concerned Departments of the State Government, a convention is developed between the agricultural University and the Department of the State Government, delineating the responsibilities and functions of each in the area of research and extension education and also an apex body at the State Level has been set up by the State Government consisting of the representatives of the University and the State Government,

UGC Rules regarding Fitness of HEIs for Grants and Budget and Accounts:

- V. the University will have the necessary discipline to provide for study and research and extension education in the subjects related to agriculture, veterinary medicine, animal husbandry, forestry, agricultural engineering, fisheries and home science, keeping in view the requirements of the ate;
- VI. the University provides for integration of teaching, research and extension education in each of the departments and assures the minimum staff required for the undergraduate and postgraduate education, research and extension education in accordance with the recommendations of the Indian Council of Agricultural Research and that the State Government ensures the recurring grant to the University for the maintenance of its activities:
- VII. the State Government ensures the provision of adequate basic facilities in respect of scientific staff, supporting staff, building, equipment, library, hostels staff quarters, playgrounds, regional research stations, agroclimatic zonewise instructional and research farm facilities, poultry, dairy, livestock, farm machinery and veterinary clinical facilities in accordance with the recommendations of the Indian Council of Agricultural research; and
- VIII. Adequate facilities for the health, residence and welfare of the students have either been provided or resources are being made available for the purpose by the State Government to the University.

Sd/-

(K.N. Channa)

Secretary to the Govt. of India.

To

The Manager
Government of India Press Ring Road
New Delhi.

**University Grants Commission
(Fitness of Institutions for Grants) Rules, 1975.**

New Delhi, June 24, 1975

NOTIFICATION

In exercise of the power conferred by Section 25, read with Section 12B of the University Grants Commission Act, 1956 (3 of 1956), the Central Government hereby makes the following rules, namely:-

1. *Short title, application and commencement:-*

1. These rules may be called the University Grants Commission (Fitness of Institutions for Grants) Rules, 1975.
2. They shall apply to every institution recognised by the Commission under clause (f) of section 2 of the University Grants Commission Act, 1956 (3 of 1956) on or after the 17th day of June, 1972 the date on which the University Grants Commission (Amendment) Act, 1972 (33 of 1972) came into force.
3. They shall come into force on the date of their publication in the Official Gazette.

2. *Fitness for grant:*

No institution to which these rules apply shall be declared to be fit to receive grants from the Central Government, the Commission or any other Organisation receiving any fund from the Central Government unless the Commission is satisfied that the institution:

1. Provides instruction upto a Bachelor's degree or upto a postgraduate degree only or provides instructions for a diploma course of duration of not less than one academic year and for which the minimum qualification for admission is a Bachelor's degree;
2. is registered as a society under the Societies Registration Act, 1860 (21 of 1860) or is a body corporate established or incorporated under a Central Act, a provincial Act or a State Act, for the time being in force or is a Trust with Trustees being appointed and vested with legal powers and duties: and
3. is permanently affiliated to a University which has been declared fit under section 12B of the University Grants Commission Act, 1956 (3 of 1956) for receiving grants.

Sd/-

(K.N. Channa)

Secretary to the Government of India.

UGC Rules regarding Fitness of HEIs for Grants and Budget and Accounts:

To

The Manager,
Government of India Press, Ring Road,
New Delhi.

Copy forwarded for information to—

1. The Secretary, University Grants Commission, New Delhi.
2. Member Secretary, University Grants Commission, Review Committee.
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5. The Comptroller and Auditor General of India, New Delhi.
6. The Accountant General, Central Revenues, New Delhi.
7. The Registrars of all Universities in India and all Institutions deemed to be Universities.

Sd/-

(M.N. Sinha)

Under Secretary to the Govt. of India.

**University Grants Commission
(Fitness of Technological Universities for Grants) Rules, 1978.**

New Delhi, the 31st May, 1978

NOTIFICATION

G.S.R _____ In exercise of the power conferred by Section 25, read with Section 12A Now read as 12B of the University Grants Commission 1956 (3 of 1956), the Central Government hereby makes the following rules, namely-

1. *Short title, application and commencement:-*

1. These rules may be called the University Grants Commission (Fitness of Technological Universities for Grants) Rules, 1978.
2. They shall apply to every Technological University established on or after the 17th day of June, 1972 the date on which the University Grants Commission (Amendment) Act, 1972 (33 of 1972) came into force.
3. They shall come into force on the date of their publication in the Official Gazette.

2. *Definitions:* In these rules, unless the context otherwise requires-

- a. "Industry" means any business, trade undertaking manufacture or calling employers and includes any calling, service, employment, handicraft, or industrial occupation or a vocation of workmen:
- b. "Technological University" means a university which provides for instruction and research in any branch or branches of engineering and technology, and for the advancement of learning and dissemination of knowledge in such branch or branches.

3. *Fitness for Grant:* No Technological University to which these rules apply be declared to be fit to receive grant from the Central Government, the Commission or any other organisation receiving any funds from the Central Government unless the Commission is satisfied in respect of the following matters, namely-

- . there is a felt need to set up such a university and there is an evidence that the existing universities in a state cannot effectively meet the requirements of development of Engineering and Technological education through its colleges either directly maintained by or affiliated to it;
- a. it has adequate facilities for postgraduate teaching and research and has facilities for adequate support of science departments of its own;
- b. it provides adequate link with the industry for its courses and is in a position to provide for high level consultancy to the industry;
- c. it provides courses of extension and devotes attention for regional development;
- d. the State Government ensures the provision of adequate basic facilities in respect of scientific staff, supporting staff, buildings, equipment, library, hostels, staff quarters, playgrounds and the like as may be determined in consultation with the All India Council for Technical Education;
- e. in the law under which such university is established, due weightage has been given to the recommendations made by-

UGC Rules regarding Fitness of HEIs for Grants and Budget and Accounts:

- i. the Education Commission (196466) constituted by a Resolution of the Government of India,
- ii. the Committee on the Governance of Universities appointed by the Commission.

Sd/-

(S.N. Pandita)

Joint Secretary to the Govt. of India

To

The Manager
Government of India Press Ring Road
New Delhi.

**University Grants Commission
(Fitness of Open Universities for Grants) Rules. 1988.**

New Delhi, 8th March, 1989

NOTIFICATION

G.S.R._____In exercise of the powers conferred by Section 25, read with Section 12B of the University Grants Commission 1956 (3 of 1956), the Central Government hereby makes the following rules, namely-

1. *Short title, application and commencement:-*

1. These rules may be called the University Grants Commission (Fitness of Open Universities for Grants) Rules. 1988.
2. They shall apply to every Open University except an Open University established or incorporated by or under a Central Act.
3. They shall come into force on the date of their publication in the Official Gazette.

2. *Definitions:* In these rules, unless the context otherwise requires:

- a. "Open University" means a University which imparts education exclusively through distance education in any branch or branches of knowledge: and
- b. "Study Centre" means a centre established, maintained or recognised by the Open University for the purpose of advising, counselling or for rendering any other assistance required by the students.

3. *Fitness for Grant:*

The University Grants Commission shall not declare an Open University to be fit to receive grants from the Central Government, the Commission or any other Organisation receiving any funds from the Central Government, unless the Commission is satisfied in respect of the following matters, namely:-

- a. The law under which the Open University is established or incorporated is broadly in line with the provisions made in the Indira Gandhi National Open
- b. University Act, 1985.
- c. The Open University has a network of Study Centres in accordance with the recommendations of the Indira Gandhi National Open University.
- d. The State Government has ensured provision of adequate facilities in respect of the following:
 - (i) Developed land 40-60 Acres
 - (ii) Core staff of 5 Professors/ 5 Readers and 20 Lecturers.
 - (iii) Buildings:
 - a. Administrative 4000 Sq. mts.
 - b. Academic (for Core Faculty, Guest & Parttime Faculty and their Supporting staff, Library for Books & Cassettes, Seminars and Committee rooms)

UGC Rules regarding Fitness of HEIs for Grants and Budget and Accounts:

- c. The Open University has a network of Study Centres in accordance with the recommendations of the Indira Gandhi National Open University.
- d. The State Government has ensured provision of adequate facilities in respect of the following:

(i)	Developed land	40-60 Acres
(ii)	Core staff of 5 Professors/ 5 Readers and 20 Lecturers.	
(iii)	Buildings:	
a.	Administrative	4000 Sq. mts.
b.	Academic (for Core Faculty, Guest & Parttime Faculty and their Supporting staff, Library for Books & Cassettes, Seminars and Committee rooms)	3.000 Sq. mts
c.	Material storage and distribution	2.000 Sq. mts
d.	Studio with auxiliary accommodation	10,000 Sq. mts.
Total		10,000 Sq. mts.

- (iv) Faculty guest house for atleast 20 persons.
- (v) Quarters for essential staff.
- (vi) Computer system, including site preparation, and equipment for studio, as recommended by the Indira Gandhi National Open University
- (vii) Books and Journals Rs. 20 lakhs.
- (viii) Infrastructure facilities for Study Centre established or maintained by the Open University. Rs. 1 Lakh per Study Centre.

Provided that before the University is declared fit to receive grant, the University shall have developed land and core staff as provided for in subclause (i) and (ii) and has incurred expenditure at least to the extent of fifty percent of the estimated cost on items mentioned in subclauses (iii), (iv), (v), (vi) and (vii).

(J.D. Gupta)
Joint Secretary to the Govt. of India

UGC Rules regarding Fitness of HEIs for Grants and Budget and Accounts:

No.F.10.40/88Desk(U)

To

The Manager, Government of India Press
Mayapuri, Ring Road, New Delhi.

Copy forwarded for information to:-

1. The Secretary, University Grants Commission, New Delhi.
2. The Comptroller & Auditor General of India, New Delhi.
3. The Accountant General, Central Revenues, New Delhi.

(M.M. Wadhwa)
Under Secretary to the Govt. of India

University Grants Commission
(Fitness of Health Sciences and Medical Universities for receiving grants)
Rules, 1996.

Dated:19.2.1996

NOTIFICATION

G.S.R.

In exercise of the powers conferred by Section 25, read with Section 12B, of the University Grants Commission Act, 1956 (3 of 1996), the Central Government hereby makes the following rules, namely:•

1. ***Short title, application and Commencement:-***

- (1) These rules may be called the University Grants Commission (Fitness of Health Sciences and Medical Universities for receiving grants) Rules, 1996.
- (2) They shall apply to every Health Science and Medical University established after the 17th day of June, 1972.
- (3) They shall come into force on the date of their publication in the Official Gazette.

2. ***Definitions:*** In these rules, unless the context otherwise requires:•

- (a) “allied sciences” includes such sciences which are primarily supportive in nature to the medical and nursing professions;
- (b) “Health Sciences and Medical University” means a University which provides for teaching, research or extension programmes in any branch or branches of medical, dental and allied sciences of any system of medicine and for the advancement of learning and dissemination of knowledge in such branch or branches;
- (c) Words and expressions used herein and not defined but defined in the University Grants Commission Act, 1956 (3 of 1956) shall have the respective meanings assigned to them in that Act.

3. ***Fitness of Health Sciences and Medical University to receive grant:-*** No Health Sciences and Medical University to which these rules shall apply, shall be declared to be fit to receive any grant from the Central Government, the Commission or any other Organisation receiving any funds from the Central Government unless the Commission is satisfied in respect of the following matters, namely:•

- (a) that there has been a need to set up such a Health Science and Medical University, and that the other existing universities in the states cannot effectively meet the requirements and systematic development of medical and allied sciences through their programmes of teaching, research and extension either through departments or colleges directly maintained by and/or affiliated to it;
- (b) that it has adequate facilities for postgraduate teaching, research and extensions programmes;
- (c) that it provides adequate linkage with the respective professions, health care delivery systems and industry, as may be appropriate;
- (d) that it provides courses of extension and devotes attention to national and regional development;

UGC Rules regarding Fitness of HEIs for Grants and Budget and Accounts:

- (e) that the State Government ensures provision of adequate basic facilities in respect of scientific staff, supporting staff, buildings, equipment, laboratories, library, hostels, staff quarters, playgrounds and the like, as may be determined in consultation with the concerned professional council.
- (f) that in the law under which such a university has been established, due weightage has been given to the recommendations made by:
 - (i) the Education Commission (1964•66) constituted by a Resolution of the Government of India;
 - (ii) the Health Survey Planning Committee (Mudaliar Committee) 1959•61;
 - (iii) the Medical Education Review Committee (Shantilal Mehta Committee) 1981•83;
 - (iv) the guidelines and/or recommendations of the committee appointed by the Commission on the governance of Universities;
 - (v) the State Government concerned with the University has accepted the principle of integration of teaching, research and extension in the broad areas of medicine and allied Sciences;
- (g) that to facilitate coordination between the Health Sciences and Medical University and the concerned departments of the State Government on the one hand and the Commission, Government of India, Medical Council of India and the Indian Council of Medical Research on the other hand, an apex body at the State level has been set up by the, State Government consisting of the representatives of the University, the State Government, Government of India, the Commission, the Medical Council of India, the Indian Council of Medical Research and experts.;
- (h) that it has necessary facilities to provide for teaching, research and extension in the subjects related to medicine and allied sciences including Environmental Sciences, Social and Behavioural Sciences in relation to medicine, Bioengineering, Dental (stomatology), Pharmaceutical Sciences, Continuing Medical Education, Medical Education, Health Manpower development and Health Administration keeping in view the existing and emerging requirements of the State;
- (i) that it provides for integration of teaching, research and extension
 - education in each of the departments and ensures the provision of the minimum staff required for undergraduate and postgraduate education, research and extension education in accordance with the recommendation of the Medical Council of India and the Indian Council of Medical Research and that the State Government ensures the continued provision of adequate recurring grants to the University for maintenance of its activities of teaching, research and extension.

Sd/

(ABHIMANYU SINGH)

Joint Secretary to the Govt. of India

To

The Manager,

Government of India Press, Ring Road, New Delhi

F.No.446191-U.I

REGULATIONS

**University Grants Commission
Recognition of College in Terms of Regulations, 1974.**

No.F.33-34/65(CD/CP)Pt. IV)

Dated 12 July, 1974

The Registrar,

Subject: Recognition of college in terms of regulations framed under section 2(f) of the UGC Act read with Section 26(i) (d) of the UGC Act, 1956.

Sir,

I am directed to say that in exercise of the power conferred by clause (d) of Subsection 26 (i) of Section 26 of the UGC Act, 1956 (3 of 1956 as modified upto 17th June, 1972) and in supersession of the regulations in force at present for according recognition to Institution under clause (f) of Section 2 of this Act, the University Grants Commission with the approval of the Central Government has made the following regulations:-

Recognition of Institution:

1. The Commission may, in consultation with the University concerned recognise an institution under clause (f) of Section 2 of the UGC Act, 1956, If :-
 1. It is affiliated to, or forms as constituent member of, or is run directly as a University college by or is an institution recognised by a university established or incorporated by or under a Central Act, a Provincial Act or a State Act and the Statutes and regulations made thereunder or run by Government or local authority.
 2. It provides instructions upto a Bachelor's degree or upto a postgraduate degree or for a postgraduate degree only or provides instruction for a Diploma course of a duration of not less than one academic year and for which the minimum qualification for admission is a Bachelor's degree; and
 3. It is registered as a society under the Societies Registration Act, 1860 (21 of 1860) or is a body corporate, established or incorporated under a Central or State Act, for time being in force or is a Trust with trustees being appointed and vested with legal powers and duties. Provided that the requirements of this clause shall not apply in the case of an Institution run by the Government or a local authority or any University.
 4. In relation to such institution, where it does not fall within clause (iii), a bond is executed by the registered society or trust by which it is managed or run guaranteeing the proper utilisation of the grants that might be paid by the Commission to the institutions and agreeing to refund such part of the grant as may not have been properly utilised for the purpose of the institution and also agreeing to furnish to the Commission the balance sheet of the registered society or trust, as the case may be, alongwith the annual accounts of each of the institutions managed or run by the registered society or trust.

The above regulations would come into force with effect from 1.7.1974. It is requested that the University while sending proposals for inclusion of affiliated colleges in the list of colleges prepared under section 2 (f) of the UGC Act may also send documentary evidence to the effect that the college/ institution is registered as a society under the Societies Registration Act 1860 (21 of 1860) or is a body corporate or incorporated under Central or state act for the time being enforced or is a trust, the trustees being appointed and vested with legal powers and duties.

Regulations on Establishment, Maintenance and Recognition of Institutions:

The proforma in which the particulars of the colleges are to be sent, has been suitably amended to incorporate the above and copy thereof is enclosed for reference.

With regard to colleges already on the list prepared under Section 2 (f) of the UGC Act and which fall under Clause (1) (iv) of the regulations indicated above it is suggested that such colleges/institutions may be advised that a bond is executed by the Registered Society or Trust by which it is managed or run on the lines indicated under the above clause. The University may arrange such bonds duly signed by the Principal concerned and the Secretary or President/Chairman of the concerned Governing Body of the Trust along with a certified copy of the resolution of the Governing Body in support of the Bond executed to be forwarded to the Commission within six months, i.e. by 31.12.74 from the date on which the new regulations came into force. In the case of new institutions falling under clause (iv) above and awaiting recognition under section 2(f) it is requested that the University may ensure that the above mentioned documents are invariably forwarded alongwith the proforma seeking recognition of such colleges under

section 2 (f) The details of colleges already recognised and falling under clause (1) (iv) may be communicated to the Commission at your earliest.

The receipt of this letter may be acknowledged.

Yours faithfully,
Sd/-
(R.K. Chhabra)
Secretary

Regulations on Establishment, Maintenance and Recognition of Institutions:

Statement Showing the Names of College/Institutions to be brought under Section 2 (f) of the UGC Act, 1956.

Name of the University _____ previous reference (if any) No. _____
No. _____

Dated _____ Dated _____

1.	Full name of the College/institute as affiliated/recognised to the University.	
2.	Degree for which College/Institute prepares students.	
3.	Subject taught	
4.	No. of students on roll	
5.	No. of teachers employed	
6.	Has the College/Institute been granted permanent or temporary affiliation/ recognition if later for what period (A copy of the notification issued in this respect be attached)	
7.	Does the College/Institute fulfills all the conditions laid down by the UGC for being brought on the approved list of affiliated colleges under Section 2(f)	
8.	Is the College/Institute being run by private management or by Central/ State Government or it is a University College.	
9.	Is the College/Institute registered under the Societies Registration Act 1860 (21 of 1860) or is a body corporate under a Central or State Act or is a trust with trustees being appointed and vested with legal powers & duties. If so, a copy of the Memorandum of Association and certificate of Registration of the society and trust deed may be attached.	
10.	In the case of College falling under Clause (i) (iv) of regulations prescribed for recognition of Colleges with effect from 21st July, 1974, please indicate whether an Indemnity Bond and other documents prescribed have been attached or not.	
11.	Name of the Principal	
12.	Year of Affiliation	
13.	Year of Establishment (as a degree Institute)	
14.	Any other remarks	
10.	In the case of College falling under Clause (i) (iv) of regulations prescribed for recognition of Colleges with effect from 21st July, 1974, please indicate whether an Indemnity Bond and other documents prescribed have been attached or not.	
11.	Name of the Principal	
12.	Year of Affiliation	
13.	Year of Establishment (as a degree Institute)	
14.	Any other remarks	

Signature of the Principal of the College with seal

Signature of the Registrar with seal.

Note:-

1. Information in respect of only those colleges is to be reported which have actually started functioning and which are teaching for the first degree.
2. Colleges against which complete information is not given, will not be included in the list till such time, information is made available.
3. This proforma should be counter-signed by the Registrar.
4. If the Institute is not an affiliated Institute but it is recognised by the University, Please send extracts of the relevant Act and statutes under which the Institute has been recognised by the University.

**INDEMNITY BOND
(Specimen for Society)**

The Indemnity Bond made at _____ this _____ day of _____ between _____ a Society registered under the Societies Registration Act, 1860 and now governed under _____ with its Headquarter located at _____ hereinafter referred to as the Association (which expression shall, unless it be repugnant to the context or meaning there of be deemed to include its successors, assigns and persons for the time being having control over its assets and affairs); of the one part and the University Grants Commission a body corporate established and constituted under the University Grants Commission Act, 1956 hereinafter referred as the 'Commission' (which expression shall unless it be repugnant to the context or meaning thereof, include its successors and assigns of the other part.

Whereas the Association as the owner is conducting

_____ at _____ a College known as _____ hereinafter referred to as the said College.

And whereas the said College is affiliated to _____ University constituted under _____ Act, hereinafter referred to as the said University.

And whereas the Commission in carrying out its objects and functions has sanctioned grants out of its funds to the said College.

And whereas in order to regulate and control the use of the grant that may be made by the Commission to the said College as terms and conditions of the grant, the Commission has required the Association to execute this indemnity bond which the Association has agreed to do.

NOW THIS INDENTURE WITNESSED AND IT IS HEREBY AGREED AND DECLARED BY AND BETWEEN THE PARTIES HERE TO AS FOLLOWS:

1. The Association hereby guarantees and covenants with the Commission that every amount of grant that will be given by the Commission to the said College shall when received by the said College solely be used for the benefit and purposes of the said College in accordance with the terms and conditions of the grants and not for any other purpose or any other institution run by the said Association and in the event of any part of the said grant being found to have been used by the Associations for any purpose other than the purpose of the said College or for any

Regulations on Establishment, Maintenance and Recognition of Institutions:

other institution run by the Association, the same shall be refunded by the Association without demur to the Commission on demand. The decision of the Commission as to the misuse of the amount of grant and as to the quantum of the amount payable by the Association shall be final and binding on the Association.

2. The Association further covenants with the Commission that the Association shall furnish to the Commission the balance sheet of the Association every year alongwith the annual audited Accounts of the said College managed or run by the said Association. The said Balance Sheet and the Annual Accounts will be sent to the Commission within two weeks from the passing thereof by the Association and in any event before the closing of the financial year of the Association.
3. The Association hereby agrees to indemnify and keep indemnified the Commission against any loss that the Commission may suffer on account of the improper or misuse of the grant or any part thereof made by the said Commission to the said College or on account of non-use of the said grant for the said college.

In witness whereof _____ of the society for and on behalf of the society pursuant to the resolution of the Governing body of the Association _____ passed on _____ has put its hand and seal the day month and year herein above mentioned.

This bond is executed on this _____ day of _____ year _____ in terms of resolution No. _____ dated (copy enclosed) passed by the Governing Body of _____.

Name : _____

Designation : _____

Seal of : _____

Witness of

1. _____

2. _____

(For office use only)

Accepted for and on behalf of the University Grants Commission by:-

Name _____

Designation _____

In witness 1. _____

2. _____

INDEMNITY BOND
(Specimen for trust)

The Indemnity Bond made at _____ this _____ day of _____
200_____ between _____
registered under the _____ Public Trust Act _____
_____ and bearing registration No. _____ dated
_____ by its Board of Trustees consisting of S/Shri (1) (2) (3) _____
_____ herein referred to as the 'Trust' (which expression
shall, unless it be repugnant to the context or meaning thereof be deemed to include the said
Trust and the Trustees or Trustee for the time being of the said Trust, the survivors of them and
the heirs and executors, administrators of the last survivor, their or his assigns) of the one part
and the University Grants Commission, a body corporate established and constituted under
the University Grants Commission Act, 1956 (Act III of 1956), herein after referred to as the
'Commission' (which expression shall, unless it be repugnant to the context or meaning thereof,
include its successors and assigns) of the other part.

Whereas the Trust as the owner is conducting a college known as _____
at _____ herein after referred to as the said College.

And whereas the said College is affiliated to _____ University constituted
under _____ act, herein after referred to as the said University:

And whereas the Commission in carrying out its objects and functions has sanctioned grants out
of its funds to the said College.

And whereas in order to regulate and control the use of the grant that may be made by the
Commission to the said College on terms and conditions of the grant, the Commission has
required the Trust to execute this indemnity Bond which the trust has agreed to do.

**NOW THIS INDENTURE WITNESSED AND IT IS HEREBY AGREED AND
DECLARED BY AND BETWEEN THE PARTIES AS FOLLOWS:-**

1. The Trust hereby guarantees and covenants with the Commission that every amount of grant that will be given by the Commission to the said College shall when received by the said College solely be used for the benefit and purposes of the said College in accordance with the terms and conditions of the grant and not for any other purpose or any other institution run by the said Trust and in the event of any part of the said grant being found to have been used by the Trust for any purpose other than the purpose of the said College or for any other institution run by the Trust, the same shall be refunded by the Trust without demur to the Commission on demand. The decision of the Commission as to the misuse of the amount of grant and as to the quantum of the amount payable by the Trust shall be final and binding on the Trust.
2. The Trust further covenants with the Commission that the Trust shall furnish to the Commission the balance sheet of the Trust every year alongwith the annual audited Accounts of the said College managed or run by the said Trust. The said balance sheet and the Annual Account will be sent to the Commission within two weeks from the passing thereof by the Trust and in any event before the closing of the financial year of the Trust.
3. The Trust hereby agrees to indemnify and keep indemnified the Commission against any loss that the Commission may suffer on account of the improper or misuse of the grant or any part thereof made by the said Commission to the said College or on account of non-use of the said grant for the said college.

Regulations on Establishment, Maintenance and Recognition of Institutions:

In witness whereof the Managing Trustees, for and on Behalf of the Board of Trustee has put his hand and seal of _____ Pursuant to the resolution dated _____ Passed by the Board of trustees has put its hand a seal the day herein first above mentioned.

The Bond is executed on this _____ day of _____ two thousand _____ in terms of the resolution No. _____ dated _____ (copy enclosed) passed by the Board of Trustees, _____.

Signed and delivered by the

Within named (1)
(2)
(3)
(4)
(5)
(6)
(7)

being the Trustees of the said

Trust duly authorised in that behalf by the said Trust in presence of :

(1)
(2)

(For office use only)

Accepted for and on behalf of the University Grants Commission by:-

Name _____
Designation _____

In the presence of

1.
2.

To be published in the Gazette of India Part-II Section 3, Sub: Section (1)

No. F.9-59/74-U2 (B)

New Delhi: June 24, 1975

Government of India,
Ministry of Education and Social Welfare

Notification:

In exercise of the powers conferred by Section 25, read with Section 12-B of the University Grants Commission, Act, 1956 (3 of 1956) the Central Government hereby make the following rules, namely:

1. Short title, application and commencement:

- (1) These rules may be called the University Grants Commission (Fitness of Institutions for grant Rules, 1975).
- (2) They shall apply to every institution recognised by the Commission under Clause (f) of Section 2 of the University Grants Commission Act, 1956 (3 of 1956) on or after the 17th day of June, 1972 the date on which the University Grants Commission (Amendment) Act, 1972 (3 of 1972) came into force.
- (3) They shall come into force on the date of their publication in the official gazette.

2. Fitness for grant:

No institution to which these rules apply shall be declared to be fit to receive grants from the Central Government, the Commission or any other organisation receiving any fund from the Central Government unless the Commission is satisfied that the institution :

- (i) Provides instruction upto a bachelor's degree or upto a Post-graduate degree or for a Post-graduate degree only or provides instruction for a diploma course of a duration of not less than one academic year and for which the minimum qualification for admission is a Bachelor's degree.
- (ii) Is registered as a society under the Societies Registration Act, 1860 (21 of 1860) or is a body corporate established or incorporated under the Central Act, a Provincial Act or a State Act for the time being in force or is a trust with Trustees being appointed and vested with legal powers and duties; and
- (iii) Is permanently affiliated to University which has been declared fit under Section 12-B of the University Grants Commission Act, 1956 (3 of 1956) for receiving grants.

Sd/-
(K.N. Channa)
Secretary to the Government of India

Regulations on Establishment, Maintenance and Recognition of Institutions:

To,

The Manager, Government of India, Ring Road,
New Delhi

Copy forwarded for information to:

1. The Secretary, University Grants Commission, New Delhi-110 002.
2. Member Secretary, University Grants Commission, Review Committee.
3. All State Governments.
4. All Ministries of the Government of India, the Cabinet Secretariat, the Prime Minister's Secretariat, the Planning Commission, the Secretary to the President, the Union Public Services Commission, New Delhi.
5. The Comptroller and Auditor General Revenues, New Delhi.
6. The Accountant General, Central Revenues, New Delhi.
7. The Registrar of all Universities of India and all Institutions deemed to be Universities.

Sd/-

(M.N. Sinha)

Under Secretary to the Government of India.

Documents to be submitted to UGC for purpose of inclusion of colleges under Section 2 (f) of the UGC Act, 1956.

1. The Indemnity Bond executed on the specimen prescribed by the Commission for a Registered Society as the management or trust running the College.
2. The particulars of the College in the prescribed proforma duly signed by the Principal and counter signed by the Registrar himself.
3. An attested copy of the Memorandum of Association of the Society/Trust Deed running the college in English/Hindi version.
4. An attested copy of the Certificate of Registration of the Society or Trust running the College.
5. Date of establishment of the College as a degree college.
6. A latest Photostat copy of the notification regarding affiliation given to the College.
7. A certificate to the effect that the value of stamps used in executing the Indemnity Bond is correct and is as ascertained from the Collector of stamps of the State.
8. Resolution of the Governing Body, Board of Trust authorising the person concerning to sign the bond.
9. Photo copies of the documents should be attested by the Principal.

**University Grants Commission
(Establishment and Maintenance of Institutions) Regulations, 1985.**

No.F.181/84 (CPP)

Dated: 21st Dec, 1985.

NOTIFICATION

In exercise of the power conferred by Clause (h) of SubSection (1) of Section 26, of the University Grants Commission Act, 1956, the University Grants Commission makes the following regulations, namely-

1. *Short title, application and commencement:-*

- i. These regulations may be called the University Grants Commission (Establishment and maintenance of Institutions) Regulations, 1985.
- ii. They shall apply to every institution established or caused to be established by the University Grants Commission under this Act.
- iii. They shall come into force on the date of their publication in the Gazette of India.

2.

- i. The University Grants Commission may with the approval of the Government of India establish or cause to be established an autonomous Organisation for purposes and functions to be specified in a Project Report which would, amongst others, contain the-
 - a. rationale;
 - b. objectives and functions;
 - c. plan of development;
 - d. the structure of management including the membership of the Society, the Board of Management and other concerned bodies, and their functions and powers, mechanism for its evaluation;
 - e. financial implications, including phasing of expenditure; and
 - f. the nature and mechanics for enforcement of accountability to University Grants Commission and Government.
- ii. Each such institution shall be registered under the Societies Registration Act of 1860 or under the relevant Act of the State Govt. in whose jurisdiction the institution is located.
- iii. The Memorandum of Association and the Rules of the institution would, amongst others, provide for the following:-
 - a. Objects of the institution.
 - b. The membership of the Society, the Board of Management and other concerned bodies, and their functions and powers.
 - c. The manner of appointment of the staff and the terms and conditions of service.
 - d. The manner of maintenance of the accounts and related matters, and the audit of the same.

Sd/-
(S.K. Khanna)
Secretary

Regulations on Establishment, Maintenance and Recognition of Institutions:

To

The Manager,
Government of India Press, Faridabad.

Copy forwarded for Necessary action to the Secretary to the Government of India, Ministry of Human Resource Development (Deptt. of Education), New Delhi 110001.

Sd/-
(C.M. Ramachandran)
Deputy Secretary

**University Grants Commission
(Establishment of and Maintenance of Standards in Private Universities)
Regulations, 2003.**

Background

- (i) Setting up of private universities through State Acts is a recent phenomenon. An effective regulatory mechanism is required for the maintenance of standards of teaching, research, examination and extension services in these private universities.
- (ii) An effective mechanism for regulating the functioning of existing State Universities recognized by the University Grants Commission under section 2(f) and 12B of the UGC Act, 1956 is already in place. In almost all the States, the Governor of the State is the ex-officio Chancellor of the universities in that particular State. Besides, all the recognized State Universities under the purview of the UGC are receiving grants from the UGC and are obligated to follow the statutory regulations made under the UGC Act, which inter-alia include regulations defining the minimum qualifications that should be possessed by any person to be appointed to the teaching staff of the universities; regulations defining the minimum standards of instruction for the grant of a degree by a university, etc.
- (iii) Under Section 3 of the UGC Act deemed to be university status is granted by the Central Government to those educational institutions of repute, which fulfill the prescribed standards and comply with various requirements laid down by the UGC.
- (iv) For private universities belonging to a separate category altogether, a suitable regulatory mechanism is essential by way of laying down the conditions specifically for the establishment and operation of such universities for safeguarding the interests of the student community with adequate emphasis on the quality of education and to avoid commercialization of higher education, etc.
- (v) Accordingly, in exercise of the powers conferred by clauses (f) & (g) of sub-section (1) of Section 26 of the UGC Act, 1956, the UGC hereby makes the following Regulations, namely:-

1. Short title, application and commencement

- 1.1. These regulations may be called the University Grants Commission (Establishment of and Maintenance of Standards in Private Universities) Regulations, 2003.
- 1.2. These shall apply to every private university established by or incorporated under a State Act, before or after the commencement of these regulations.
- 1.3. These shall apply to all the degrees/diplomas/certificates (including those offered in India in collaboration with foreign universities) offered under formal, non-formal or distance education mode by the private university.
- 1.4. These shall come into force on the date of their publication in the Gazette of India.
- 1.5. Any private university, which has started functioning before commencement of these Regulations, shall ensure adherence to these Regulations within a period of 3 months from the notification of these Regulations and confirm the compliance to the UGC. Failure to comply with this requirement, shall render any degree/diploma awarded by a private university as unspecified in terms of Section 22(3) of the UGC Act and shall invite penalty under Section 24 of the UGC Act.

2. Definitions

- 2.1. **“private university”** means a university duly established through a State / Central Act by a sponsoring body viz. a Society registered under the Societies Registration Act 1860, or any other corresponding law for the time being in force in a State or a Public Trust or a Company registered under Section 25 of the Companies Act, 1956.
- 2.2. **“off-campus centre”*** means a centre of the private university established by it outside the main campus (within or outside the State) operated and maintained as its constituent unit, having the university’s complement of facilities, faculty and staff.
- 2.3. **“off-shore campus”*** means a campus of the private university established by it outside the country, operated and maintained as its constituent unit, having the university’s complement of facilities, faculty and staff.
- 2.4. **“study centre”*** means a centre established and maintained or recognized by the university for the purpose of advising, counseling or for rendering any other assistance required by the students used in the context of distance education.
- 2.5. **“student”** means a person duly admitted and pursuing a programme of study in an “off-campus centre”, “off-shore campus” and “study centre” as defined under these Regulations shall be applicable to the universities as defined under 2(f) of the UGC Act, 1956.

3. Establishment and recognition of Private Universities

- 3.1. Each private university shall be established by a separate State Act and shall conform to the relevant provisions of the UGC Act, 1956, as amended from time to time.
- 3.2. A private university shall be a unitary university having adequate facilities for teaching, research, examination and extension services.
- 3.3. A private university established under a State Act shall operate ordinarily within the boundary of the State concerned. However, after the development of main campus, in exceptional circumstances, the university may be permitted to open off-campus centres, off-shore campuses and study centres after five years of its coming into existence, subject to the following conditions:
 - 3.3.1. The off-campus centre(s) and / or the study centre(s) shall be set up with the prior approval of the UGC and that of the State Government(s) where the centre(s) is/ are proposed to be opened.
 - 3.3.2. The over-all performance of the off-campus centre(s) and/ or the study centre(s) shall be monitored annually by the UGC or its designated agency. The directions of the UGC for management, academic development and improvement shall be binding.
 - 3.3.3. If the functioning of the said centre(s) remains unsatisfactory, the private university shall be instructed by the UGC to close down the said centre(s), which shall be binding on the university. In such a situation, the interests of the students already enrolled therein shall be protected.
 - 3.3.4. Any off-shore campus(es) in foreign countries shall be opened only after obtaining due permission from the Government of India and also that of the Government of the host country.

Regulations on Establishment, Maintenance and Recognition of Institutions:

- 3.4.5. In case of off-shore campus(es), the remittance of funds shall be governed by the rules and regulations of the Reserve Bank of India.
- 3.4 A Private university shall fulfill the minimum criteria in terms of programmes, faculty, infrastructural facilities, financial viability, etc., as laid down from time to time by the UGC and other concerned statutory bodies such as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Distance Education Council (DEC), the Dental Council of India (DCI), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI), etc.
- 3.5 The courses of studies prescribed for a first degree and/ or the post-graduate degree / diploma programmes should have been formally approved by the respective academic bodies of the private university, such as _ Board of Studies, Academic Council and Governing/ Executive Council.
- 3.6. The programmes of study leading to a degree and/or a post-graduate degree/diploma offered by a private university shall conform to the relevant regulations/norms of the UGC or the concerned statutory body as amended from time to time.
- 3.7. A private university shall provide all the relevant information relating to the first degree and post-graduate degree/diploma programme(s) including the curriculum structure, contents, teaching and learning process, examination and evaluation system and the eligibility criteria for admission of students, to the UGC on a proforma prescribed by the UGC prior to starting of these programmes.
- 3.8. The UGC on detailed examination of the information made available as well as the representations and grievances received by it from the students as well as concerned public relating to the deficiencies of the proposed programme(s) not conforming to various UGC Regulations, shall inform the concerned university about any shortcomings in respect of conformity to relevant regulations, for rectification. The university shall offer the programme(s) only after necessary rectification.
- 3.9. The admission procedure and fixation of fees shall be in accordance with the norms/ guidelines prescribed by the UGC and other concerned statutory bodies.

4. Inspection

The UGC may cause periodic inspection of the private university and its off- campus centre(s), study centre(s), off-shore campus(es) etc. offering its programmes.

For this purpose, the UGC may call for all relevant information from the concerned private university, as provided in the UGC (Returns of Information by Universities) Rules, 1979 as amended from time to time.

5. Consequences of violations

- 5.1. After inspection and assessment of a private university providing first degree and/ or post graduate degree/diploma courses, the UGC may indicate to the university any deficiency and non-conformity with the relevant UGC Regulations and give it reasonable opportunity to rectify the same. If the Commission is satisfied that the private university has, even after getting an opportunity to do so, failed to comply with the provisions of any of the Regulations, the Commission may pass an order prohibiting the private university from offering any course for the award of the first degree and / or the post-graduate degree/diploma, as the case may be, till the deficiency is rectified.

Regulations on Establishment, Maintenance and Recognition of Institutions:

- 5.2. The UGC may take necessary action against a private university awarding a first degree and / or a post-graduate degree/diploma, which are not specified by the UGC, and inform the public in general through a public notification. A private university continuing such programme(s) and awarding unspecified degree(s) shall be liable for penalty under Section 24 of the UGC Act.

(Prof. Ved Prakash)
Secretary

**University Grants Commission
(Institutions Deemed to be Universities) Regulations, 2010.**

F.No.6-1(11)/2006(CPP-I)

(UGC (INSTITUTIONS DEEMED TO BE UNIVERSITYIES) REGULATIONS, 2010)

PREAMBLE

To regulate, in an orderly manner, the process of declaration of institutions as deemed to universities; preventing institutions of dubious quality from being so declared; and, further to maintain quality of higher education imparted by institutions deemed to be universities consistent with the ideals of the concept of a university; the University Grants Commission, in exercise of powers conferred under clauses (f) & (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, Hereby, makes the following Regulations, Namely:-

1.0 SHORT TITLE, APPLICATION AND COMMENCEMENT

- 1.1 These regulations may be called the UGC (Institutions Deemed to be Universities) Regulations, 2010.
- 1.2 These Regulations shall apply to every institution seeking declaration as an institution deemed to be university under the Act as also, albeit prospectively, to an institution which has been declared as an institution deemed to be university under Section 3 of the UGC Act, 1956.
- 1.3 They shall come into force with effect from the date of their notification in the Official Gazette.

2.0 DEFINITIONS

In this Regulation, unless the context otherwise requires:

- 2.01 “Act” means the University Grants Commission Act, 1956 [Act 3 of 1956].
- 2.02 “Campus” means Campus of the institution deemed to be university at its headquarters, wherein its major facilities, faculty, staff, students and its Academic Departments are located in a city/town/village in India. While ‘off- Campus center’ means an approved (by the Central government) Center of institution deemed to be university beyond its Campus in the country, and off-shore Campus’ means an approved (by the Central Government) Center of institution deemed to be university beyond its Campus and outside India.
- 2.03 “Commission” means the University Grants Commission (UGC) constituted under the Act of any other body empowered to regulate an institution deemed to be university under any law for the time being in force.
- 2.04 “Committee of Experts” means a committee appointed by the Commission consisting of academics, researchers of other experts in the relevant fields of knowledge and notified under these Regulations for such purpose as it may specify; and there may be as many Committees of Experts as the Commission may determine for different purposes.
- 2.05 “Constituent Institution” means an institution operating under the administrative, academic and financial control of the sponsoring body and declared and such under the Notification.
- 2.06 “De-novo Institution” means and institution devoted to innovations in teaching and research in unique and ‘emerging areas of knowledge’, so determined by eminent peers of the academic community in the concerned disciplines.

Regulations on Establishment, Maintenance and Recognition of Institutions:

- 2.07 “Emerging area of knowledge” means such area of knowledge as may be notified from time to time by the Commission on the recommendation of a Committee of Experts constituted by the Commission for the purpose; and, such Committee shall make its recommendation having regard to the stage of development of studies and research in relevant disciplines as well as the potential and need for raising standards of study and research thereof, in India.
- 2.08 “Government” means the Central Government, unless the context so specifies.
- 2.09 “Institution” means an institution for higher education engaged in teaching and research of high academic standards at the undergraduate, post-graduate or higher levels.
- 2.10 “Institution deemed to be university” means an institution for higher education so declared, on the recommendation of the Commission, by the Central government under Section 3 of the act.
- 2.11 “Processing Fee” means the charges that have to be paid by the applicant institution to the commission along with the application for processing such application. This amount shall take into account the expenditure to be incurred by the Commission for processing an application that shall include onsite visits of Expert Committees of the Commission. The Commission shall prescribe the processing fee and revise it from time to time.
- 2.12 “Notification” means a notification issued by the Central Government in the official Gazette declaring an institution for higher education, as an institution deemed to be university u/s 3 of the Act.
- 2.13 “Sponsoring body” means a body being a charitable or a not-for-profit Society or Trust making an application for declaring an institution under its administrative, academic and financial control as a deemed to be university.
- 2.14 “Statutory body” means a body constituted under any law for the time being in force for determining or maintaining standards of quality in the relevant areas of higher education and bodies known as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), National Council for Teacher Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), etc. shall be the Statutory Bodies for the purposes of these Regulations.

3.0 OBJECTIVES OF AN INSTITUTION DEEMED TO BE UNIVERSITY

The objectives for which an institution is declared by the Government as an institution deemed to be university shall be:

- 3.1 To provide for higher education leading to excellence and innovations in such branches of knowledge as may be deemed fit primarily at post graduate and research degree levels fully conforming to the concept of university, namely, University Education Report (1948) and the Report of the Committee on Renovation and Rejuvenation of Higher Education in India (2009) and the Report of Review Committee for Deemed to be Universities (2009).
- 3.2 To engage in areas of specialization with proven ability to make distinctive contributions to the objectives of the university education system that is – academic engagement clearly distinguishable from programmes of an ordinary nature that lead to conventional degree in arts, science engineering, medicine, dental, pharmacy, management, etc. routinely offered by conventional institutions.

- 3.3 To provide for high quality teaching and research and for the advancement of knowledge and its dissemination through various research programmes undertaken in-house by substantial number of full time faculty / research scholars (PhDs and Post Doctoral) in diverse disciplines.
- 3.4 To enable creation of institutions deemed to be university under the 'de novo' category devoted to unique and emerging areas of knowledge, not being pursued by conventional or existing institutions – particularly in specific areas of study and research preferably sponsored by the Government of a State /UT or the Central government regarded as important for strategic needs of the country or for the preservation of our cultural heritage, so determined by a well laid-out process of wide consultation with the eminent peers of academic community.

4.0 ELIGIBILITY CRITERIA FOR AN INSTITUTION TO BE DECLARED AS AN INSTITUTION DEEMED TO BE UNIVERSITY

An institution applying to be declared as an institution deemed to be university shall have to meet the following stipulation:-

(a) Eligibility criteria

- 4.1 Has been in existence for at least fifteen years (except in case of institutions seeking declaration as an institution deemed to be university under the 'de novo' category).
- 4.2 Has acquired the characteristic of a university as demonstrated by the diversity of its programmes of study, proven contribution to innovations in teaching; and, verifiable high quality of research output.
- 4.3 Has a record of having undergone periodic reviews and assessments by recognized external accrediting / assessment agencies recognized under any law for the time being in force provided that an institution described in article 3.4 of these Regulations where no accreditation has been made or is possible, shall be subjected to a mandatory assessment of its suitability for declaration as a deemed to be university under the 'de novo' category.
- 4.4 Has well-established broad-based, and viable under graduate, post graduate, and research programmes in several disciplines with firm inter-disciplinary orientation and linkages.
- 4.5 Shall not be an institution imparting education leading to conventional degrees only. For example, it shall not be limited to imparting programmes in engineering of management of medicine of pharmacy of dental sciences, etc., which can continue to be offered with the existing status of a college.
- 4.6 Shall not be an institution mainly engaged in offering training programmes for in-service Personnel, or conducting only skill-oriented or production-related degree or diploma programmes.
- 4.7 Shall be engaged in quality research activity, publications and scholarly works of a high standard as evidenced by inclusion in internationally recognized databases; and shall have strong doctoral / post-doctoral research programmes and significant output of full time doctoral-level degrees.
- 4.8 Shall have adequate number of full-time fully qualified faculty for teaching and research with at least some being acclaimed leaders in their discipline.
- 4.9 Shall possess the necessary infrastructure for quality research and seamless access to modern information resources.

Regulations on Establishment, Maintenance and Recognition of Institutions:

- 4.10 Shall have a proven record of securing merit-based extramural research funding from various public/private agencies.
- 4.11 Shall have generated Intellectual Property in the form of patents, copyrights and transfer of technology as a desirable attribute.
- 4.12 Shall have a demonstrable and proven record of extension services and societal engagement.
- 4.13 Each constituent unit included in the original proposal shall have accreditation with the highest grade offered, which is currently valid, either from National Assessment and accreditation Council (NAAC) or all its eligible courses shall be accredited with the highest grade offered, which is currently valid, by National Board of Accreditation (NBA) or an accreditation agency recognized by the Commission from time to time; or valid certificate of assessment where the institution is seeking declaration as a 'de novo' institution deemed to be university.
- 4.14 Shall undertake not to offer any programme in the distance mode.

(b) Conditions

- 4.15 Once an institution declared as an institution deemed to be university, no other existing institution can be annexed to it as its constituent institution unless the institution proposed to be annexed fulfills independently, all the criteria stipulated in these Regulations.
- 4.16 There shall be mandatory intensive external review of every deemed to be university once in every five years based on the criteria prescribed by the Commission from time to time.
- 4.17 The applicant institutions shall be a not-for-profit organization and shall not be engaged in commercialization of higher education.
- 4.18 The applicant institution shall have a track record of having not violated any of the provisions of any of the statutes / guidelines of any statutory Authority in the period of five years preceding the date of submission of the application seeking status of an institution deemed to be university.

5.0 GOVERNANCE SYSTEM FOR AN INSTITUTION TO BE DECLARED AS AN INSTITUTION DEEMED BE UNIVERSITY

An institution to be declared as a deemed to be university shall adhere to the following criteria:

- 5.1 The proposed institution deemed to be university shall be registered either as not-for-profit Society under the societies Registration Act, or as a not-for-profit Trust under the public Trust Act with the Society/ Trust strictly in accordance with the following provisions.
- 5.2 Among the authorities of the deemed to be universities, there shall be a Chancellor who shall be appointed by the sponsoring Society or the sponsoring Trust. He /she shall be an eminent educationist or distinguished public figures other than the President of the sponsoring Society of his/her close relatives.
- 5.3 There shall be no position of Pro-Chancellor(s).
- 5.4 The highest governing body of the deemed to be university shall be a Board of Management to be headed by the Vice Chancellor or a distinguished academic. This body shall consist of a minimum of ten members and a maximum of twelve members.

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- 5.5 The Board of Management of the institution shall be independent of the Trust (or) society with full autonomy to perform its academic and administrative responsibilities. The number of representative(s)/ nominee(s) of the trust (or) society on the Board of Management shall be limited to a maximum of two.
- 5.6 The Board of Management shall consist of eminent persons capable of contributing to and upholding university ideals and traditions.
- 5.7 There shall be a Board of Management consisting of the following:-
- Vice-Chancellor.....Chairperson
 - Pro Vice-Chancellor (wherever applicable)
 - Deans of Faculties not exceeding two (by rotation based on seniority).
 - Three eminent academics as nominated by the Chancellor
 - One eminent academic to be nominated by the Central Government in consultation with UGC.
 - Two teachers (from Professors, Associated Professors) by rotation based on seniority
 - One nominee of the sponsoring Society
 - The Registrar, who shall be the Secretary

The term of membership of the Board of Management and its powers are as shown in Annexure.1.

- 5.8 The Vice Chancellor shall be an eminent academic and shall be appointed by the Chancellor on the recommendation of a Search-cum-Selection Committee consisting of a nominee of the Government who shall be nominated in consultation with UGC, a nominee of the Chancellor and that of the Board of Management. The Committee shall be chaired by the nominee of the Board of Management.
- 5.9 All other statutory bodies of the deemed to be university shall be as described in Annexure 2

6.0 ADMISSIONS AND FEES STRUCTURE

- 6.1 Admission of students to all deemed to be universities, public or private, shall be made strictly on merit based on an All-India examination as prescribed by the Regulations and in consistence with the national policy in this behalf, from time to time.
- 6.2 Admission of Non-Resident Indians (NRI) / Persons of Indian Origin (PIO) / Foreign students to institutions deemed to be universities shall be governed by the guidelines/ Regulations framed by the Commission in this behalf from time to time.
- 6.3 The institution deemed to be university shall preserve the records of admission at least for five years.
- 6.4 The fee structure for various programmes of study in the deemed to be universities shall also be fixed in accordance with the Fee Regulations framed by the government or by the Commission in this behalf from time to time.
- 6.5 The level of the fees charged for the courses offered in deemed to be universities shall have a reasonable relation to the cost of running the course. The fee structure shall be displayed in the prospectus and on the institution's website.
- 6.6 Every institution declared as a deemed to be university, public or private, shall ensure that there is no commercialization of education. Further, every such institution shall provide for equity and access to all deserving students.

- 6.7 On being declared an institution deemed to be university under the Act, an institution shall admit students to its approved academic programmes, under its enrolment, only from the academic session that follows the notification issued by the Central Government. Enrolment of students to the institution, for any reason whatsoever, in anticipation of the declaration as an institution deemed to be university or inclusion of the institution under the ambit of an institution deemed to be university, shall render the application invalid. The students already on the rolls of the institutions prior to the date of application for declaration as an institution deemed to be university or its inclusion under the ambit of an institution deemed to be university shall continue to be the students, for all enrolled, and shall also be awarded degree only by that affiliating university.

7.0 INFRASTRUCTURE AND OTHER FACILITIES

- 7.1 It shall have the necessary financial and infrastructural viability for administering and maintaining the institution as an institution deemed to be university and the management capable of contributing to the university ideals and traditions and enhancing the quality of teaching, research and extension activities.

- 7.2 It shall have the following minimum infrastructure and other facilities:

7.2.1. Land and Buildings: -

- i) Not less than five acres of land at its main Campus if it is located in metropolitan area, seven acres of land at its main Campus, if it is located in non-metropolitan urban area, or ten acres of land at its main Campus, if it is located in non-urban areas or as per the norms of the Statutory / Regulatory body concerned, whichever is higher. In case of multi-disciplinary Institution, the aggregate land requirement shall be the sum se com of the land area prescribed by various Statutory Councils for all courses
- ii) Administrative Building of at least 1,000 sq. meters,
- iii) Academic Building, including library, lecture theatres and laboratories, of at least 10,000 sq. meters, of which the central library alone being of about 2000 sq. meters.
- iv) Some residential accommodation for teachers, guest house and hostel accommodation for students shall be in existence at the time of applying for declaration as an institution deemed to be university. Hostel accommodation shall be gradually increased to at least 25% of the students within 3 years of existence of institution deemed to be university.
- v) In case the institution is engaged in conducting professional programmes of study, the prevailing norms and standards of the respective Statutory Body shall be applicable, in addition to the above.
- vi) Equipment, Books. Journals and other infrastructural facilities:
Equipment, Books and Journals of the institution shall be commensurate with the size and activities of the institution and shall satisfy the requirements of the Statutory/Regulatory body concerned. The institution shall also have Broadband Connectivity of appropriate level in order to cater to the needs of self-learning / virtual experiments / hands on techniques as well as provide electronic access to journals, books and other learning materials.

7.3 Academic Programmes

- Academic program shall offer sufficient scope for interdisciplinary learning and research.
- Delivery of program shall be based on innovative teaching and learning process and evaluation system.
- Shall be supported by adequate qualified faculty.

It shall have under graduate and at least five postgraduate academic Departments with every Department having in position a minimum permanent faculty of one Professor, two Readers and three Lecturers for general courses and in case of courses in other disciplines such as Engineering & Technology, Medicine, Dental, Nursing, Pharmacy, Physiotherapy etc. the faculty shall be as per the norms and guidelines of the respective Statutory Council having the qualifications and pay scales prescribed by the Commission / respective Statutory Council together with the necessary supporting technical and ministerial staff as per the norms and standards laid down by the respective Statutory body.

7.4 Financial Viability:

The financial viability of the institution shall be verifiable by the audited statements of accounts of the institution for the previous five years immediately preceding the date of application for declaration as deemed to be university.

7.5 Corpus Fund:

7.5.1 In the case of Institutions not maintained or financed by the Government, the following Corpus Fund shall be created and maintained permanently in the name of the proposed institution deemed to be university by way of irrevocable Government Securities or other forms approved by the Commission:

- (a) For institutions conducting professional programmes, such as Engineering & Technology, Medicine - Rs. 8.00 crore
- (b) For institutions conducting programmes, such as Management, Law, Education- Rs.5.00 crore
- (c) For institutions conducting other programmes - Rs.4.00 crore
- (d) For institutions conducting both professional and other programmes - Rs. 10.00 crore
- (e) For institutions under de novo category - Rs. 25 crore

7.5.2 The Corpus fund shall not be liquidated without prior permission of the Commission.

7.5.3 The Commission shall have the power to direct any upward revision of the Corpus Fund from time to time.

7.5.4 The interest accrued on the Corpus Fund may be used only for the purpose of development of the institution deemed to be university.

7.5.5 In the event of withdrawal of the declaration of 'deemed to be university' status or dissolution of the Society or the Trust of the institution deemed to be university, the Corpus Fund shall stand forfeited to the Commission for meeting the liabilities, if any.

7.5.6 The provisions related to corpus fund shall be applicable only to those deemed universities which come into existence after notification of these Regulations. However, in the case of public funded institutions, the commitment of the State / UT or the Central Government to fund them continuously shall be considered as sufficient.

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- 7.6 All movable and immovable properties of the institution or institutions that form the integral part of the proposed institution deemed to be university shall remain legally vested in the name of the institution in the manner as recognized under the Transfer of Property Act, 1882 or any other law which may be in force. However, in case the immovable property has been acquired by the institution by way of lease, the lease shall be perpetual in nature and initially for at least 99 years.
- 7.7 The income and property of the institution, howsoever derived, shall be utilized only for the promotion of the objectives of the institution including its growth and development. No portion of the income/property of the institution shall be paid or transferred, directly or indirectly by way of profit, to the persons who were/ are members of the institution, provided that nothing herein contained shall prevent the payment in good faith or remuneration to any member thereof or to any other person in return for any service rendered to the institution or for travelling, halting and other similar charges, and all such expenditure shall be appropriately reflected in the accounts of the institution, maintained for the purpose.

8.0 PROCEDURE FOR BEING DECLARED AS AN INSTITUTION DEEMED TO BE A UNIVERSITY

- 8.01 The institution fulfilling the minimum eligibility criteria as laid down in these Regulations for considering proposals for declaration as an institution deemed to be a university may send its application in duplicate in the prescribed Proforma to the Secretary, Ministry of Human Resource Development, Department of Higher Education, Government of India. Processing fees for each application shall be paid to the Commission by way of a Demand Draft drawn in favour of The Secretary, University Grants Commission, Bahadurshah Zafar Marg New Delhi 110002.
- 8.02 It shall submit a certificate as also an undertaking along with its application to the effect that the professional programmes already being conducted by it, if any, have the approval of the relevant Statutory/Regulatory bodies like AICTE, MCI, DCI, NCTE, BCI, INC, etc., along with a duly attested copy of the letter of approval granted to it by such bodies. In addition, each application shall be accompanied by an essentiality certificate from the State Government concerned, wherever necessary.
- 8.03 It shall also submit, along with its application, a certificate from the affiliating university/affiliating universities, as the case may be, to the effect that the students already admitted in the institution or institutions that is/are to become integral part of the proposed institution deemed to be University institution enrolled under the said affiliating university/affiliating universities shall continue to be the students of that university for all purposes under the existing terms and conditions till they complete the relevant academic programmes.
- 8.04 The Ministry of Human Resource Development shall refer the application to the Commission for its advice.
- 8.05 The Commission shall make a preliminary scrutiny of the application submitted by the institution and, if necessary, write to the institution pointing out the lacuna(e), if any, and call for clarification / additional information / requisite documents. The Commission shall also write to the State/UT Government concerned to elicit the latter's views on the application.

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- 8.06 The Commission shall examine the application with the help of an Expert Committee constituted as per the procedure prescribed in these Regulations. The Committee of Experts shall not include any sitting member of the Commission. The Expert Committee so constituted shall have one member as representative of the concerned Statutory Council(s), who may have the authorization to remit the advice.
- 8.07 The Expert Committee shall, *inter alia*,
- scrutinize and examine the application in detail;
 - visit the Institution, hold discussions with its major stake holders and make on the spot assessment of its academic viability to function as an institution adhering to the concept and ideals of a university as enunciated in these Regulations;
 - ascertain the academic and research excellence based on available records;
 - give specific information on matters like performance of students who have graduated, research scholars registered for PhD), sponsored research projects completed and on-going, research publications in indexed journals, faculty having PhD, etc., for the past five years;
 - verify its records to ascertain its financial viability; and
 - submit a report to the Commission to enable it to advise the Government appropriately.
- 8.08 The report of the Expert Committee shall be examined by the Commission along with the views of the State/UT Government, if any, and the Statutory/Regulatory body concerned and thereafter, the Commission shall submit its advice to the Ministry of Human Resource Development for the Ministry's consideration. The report of the Statutory body to the Commission shall indicate not merely the fulfillment of minimum requirements for the institution's performance as a college, but shall include its assessment of the achievements of the institution in high standards of education and research as well as its capability to promote innovation and excellence commensurate with the status as a university in contrast to a conventional professional college.
- 8.09 The advice of the Commission shall state the reasons for advising the Central Government to declare the institution as an institution deemed to be university or otherwise, along with the number and names of institutions to be part of the institution deemed to be university.
- 8.10 The Commission, in its final recommendations to the Central Government, shall apprise the Government regarding submission of necessary documents related to transfer of moveable and immovable assets in the name of the proposed institution deemed to be university and other conditions, if any.
- 8.11 Each State/UT Government shall formulate a transparent policy for giving its views under article 8.05 and shall send their considered comments, in the proforma prescribed by the Commission, within 60 days, to the Commission and the Central Government, with a copy to the institution concerned. In case no such comments are received by the Commission within 60 days of the issue of the letter, it shall be presumed that the State / UT Government have no comments to offer on the application.
- 8.11.1 The State / UT Government recommending the proposal would have to indicate its willingness to safeguard the interest of the students admitted to the proposed deemed to be university in the event it ceases to exist as such, for any reason whatsoever.

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- 8.12 Having been satisfied that the institution fulfills all the requirements as laid down in these Regulations the Central Government may issue a notification under Section 3 of the Act, declaring such institution as an institution deemed to be university. This declaration would initially be made for a period of five years. Confirmation of the declaration of the 'deemed to be university' would be based on a review of the institution deemed to be university's compliance and the institution's satisfactory performance with the provisions of these Regulations.
- 8.13 If on the advice of the Commission, the Central Government comes to the conclusion that the institution does not qualify to be declared as a institution deemed to be university, it may inform the institution accordingly stating reasons there for.
- 8.13.1 In case the Government disagrees with the recommendation of the Commission, the Government shall provide reasons in writing and its decision shall be final.
- 8.14 The decision not to declare an institution as an institution deemed to be university shall be considered for review not before one year from the date of the earlier decision only on a specific request for review made by the institution concerned to the Central Government. Institutions may request the Central Government for such a review only after having rectified the deficiencies based on which the Central Government had rejected its earlier application/proposal.
- 8.15 The Central Government may refer the matter to the Commission for the latter's advice.
- 8.16 The Commission shall then initiate the process of review, in the manner prescribed in this Regulation as per articles 8.05 through 8.07 above, for scrutiny and evaluation of the revised application by constituting a new Expert Committee. This Committee shall be at least of the same size as the previous one that had recommended rejection earlier, with no expert member from the previous Committee as its member.
- 8.17 The decision taken on such a 'review' shall not be reconsidered or reviewed further. It is however permissible for the applicant institution to re-apply seeking declaration as an institution deemed to be university after a gap of not less than three years from the date on which the decision of the Government on the 'review' was communicated to the institution concerned.
- 8.18 The Commission shall post information about the status of each application on a monthly basis on its website. Further, the Commission shall submit an annual report to the Central Government giving a progress report on the fulfillment of the conditions stipulated in the notifications issued by the Central Government in this regard.

9.0 INSTITUTION DEEMED TO BE UNIVERSITY UNDER THE de novo CATEGORY

- 9.1 An institution seeking declaration as an institution deemed to be university under this category, shall provide evidence of being devoted to unique and emerging areas of knowledge not being pursued by conventional / existing institutions - particularly in specific areas of study and research and preferably, sponsored by the Government of a State / UT or the Central Government regarded as important for strategic needs of the country or for the preservation of our cultural heritage, so determined by a well laid-out process of wide consultation with the eminent peers of academic community. For this purpose, the applicant institution shall give detailed syllabi of the courses and research programmes conducted by it in the emerging areas of knowledge.

- 9.1.1 De novo institutions desiring to expand their activities and enter into related / complementary areas shall do so after its declaration as an institution deemed to be university is confirmed by the Government following a review at the end of five years of the institution's existence as an institution deemed to be university. Such institutions shall have to seek prior permission of the Central Government, which shall cause the Commission to subject such institutions to a rigorous peer review before according such permission.
- 9.2 On receipt of an application from an institution seeking declaration as an institution deemed to be university under the de novo category through the Government (Ministry of Human Resource Development) for advice, the Commission shall follow the procedures laid down in article 8 of the Regulations. However, before proceeding to the stage of the process as laid down in article 8, the Commission shall examine the application with the help of a Committee consisting of a Chairperson and three experts in the relevant disciplines, who shall be nominated by the Chairman, UGC. The Committee shall also include a representative from the relevant Statutory Council. The applicant institution shall also make a presentation before the Committee. The Committee shall have the duty to recommend whether it is an institution in emerging areas of knowledge in conformity with the policy of the Commission and whether the institution can be considered under de novo category before deciding on a visit to the institution by an Expert Committee of the Commission.
- 9.3 The Central Government may follow the procedure in article 8 and, after being satisfied that the institution fulfills the requirements as laid down in these Regulations, may issue a notification declaring the institution provisionally as an institution deemed to be university under the de novo category.
- 9.4 The Central Government may, on the advice of the Commission, confirm the declaration of an institution deemed to be university made under the de novo category, by way of a notification, after completion of five years of the institution as such. The Commission shall render its advice for this purpose on the basis of five successive annual performance reports of Expert Committee(s) appointed by the Chairman of the Commission to review the institution concerned. If the Central Government comes to the conclusion that the institution does not qualify to be declared as an institution deemed to be university, it may inform such institution accordingly stating reasons there for.

10.0 FUNDING

Institutions which are declared as institutions deemed to be universities shall continue to receive the funds for their maintenance and developmental expenditure, including the salary and non-salary increases in expenditure and the future expansion, from the same funding sources which have been funding them prior to such declaration. Such Institutions may also supplement their finances.

11.0 MAINTENANCE OF STANDARDS

An institution deemed to be university shall maintain standards, higher than the minimum, of instruction, academic and physical infrastructure, qualifications of teachers, etc. as prescribed for college level institutions by the Commission or by the Statutory/Regulatory body concerned, such as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), National Council for Teachers Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), etc. and shall obtain their approval for running various programmes of study, whenever applicable. This shall be periodically monitored by the duly constituted Committee (s) of the Commission.

12.0 NEW DEPARTMENTS, OFF-CAMPUS CENTRES AND OFF-SHORE CAMPUSES

- 12.01 An institution deemed to be university shall normally operate within its own main Campus as is declared by the Central Government in the notification and conduct approved programmes of study falling within the area of its specialization.
- 12.02 If an institution deemed to be university wishes to start a new Department dealing with a subject which is not in the field of its specialization or in an allied field, it may do so only if that field is covered under the objectives for which the institution deemed to be university was established, and with the prior approval of the Commission.
- 12.03 An institution deemed to be university may be allowed to operate beyond its approved geographical boundaries and start Off-Campus(es) / Off-shore Campus(es) under the following conditions:
- 12.03.1 It has been in existence as an institution deemed to be university for a minimum period of three years
 - 12.03.2 It has been conducting post-graduate programmes and research
 - 12.03.3 It has earned a reputation for excellent and innovative teaching, which, inter alia, includes practicing academic and examination reforms like introducing modular structure, continuous internal evaluation, etc. and for meaningful and purposeful research and extension activities
 - 12.03.4 It has a good track record of conforming to the relevant Regulations/norms of the Commission and other Statutory/Regulatory bodies regarding minimum standards of instruction, qualification of faculty, merit-based admission of students on an all India basis and reasonable fee structure;
 - 12.03.5 It has obtained prior approval of the Statutory/Regulatory body to start the new department / programme, wherever applicable, and undertakes to comply with all the requirements of the said body,
 - 12.03.6 It has a currently valid accreditation from National Accreditation and Assessment Council (NAAC) with the highest grade offered;
 - 12.03.7 It has adequate financial resources for starting the proposed new department/ off-Campus Centre / off-shore Campus;
 - 12.03.8 It has not entered into any franchise agreement, either overtly or covertly, with any other organization for establishing and running the off-Campus Centre / off-shore Campus of the institution deemed to be university.
- 12.04 A new Department in the Campus or in the approved off-Campus Centre shall be established by an institution deemed to be university only with the prior approval of the Commission.
- 12.05 An off-Campus Centre shall be established by an institution deemed to be university with the prior approval of the Central Government, on the recommendation of the Commission. The Central Government shall also consider the views of the State / UT Government concerned where the off- Campus Centre is proposed to be established.
- 12.06 An off-shore Campus of an institution deemed to be university shall be established with the prior permission of the Central Government, on the recommendation of the Commission:
- Provided that the country, where such off-shore Campus is proposed to be established, requires grant of approval by it for such establishment, then the application to the Central Government for permission shall be made along with the approval granted by that country:

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Provided further that if the country where such off-shore Campus is proposed to be established requires prior concurrence of the Government of India for the approval, referred to in the first proviso, of that country to be granted, then the Central Government, on the recommendation of the UGC, may give a 'No Objection' to the proposal but such 'No Objection' shall not be construed as permission of the Central Government to the institution deemed to be university to establish an off-shore Campus. Such an institution deemed to be university shall also submit an undertaking that it shall comply with all laws, norms or standards prescribed by that country where the off-shore Campus is proposed to be established.

- 12.07 An institution deemed to be university intending to start a new off-Campus Centre / off-shore Campus shall apply to the Government of India in the prescribed proforma at least six months prior to the proposed date of starting the Centre / off-shore Campus. The Government of India shall forward the proposal to the Commission for its advice. In case of establishment of a new Department in the Campus or an approved off-Campus Centre, the application in the prescribed format shall be sent directly to the Commission
- 12.08 The Commission shall cause to be undertaken a spot visit/ verification of the proposed off-Campus(es) and off-shore Campus(es) to verify the infrastructure facilities, programmes, faculty, financial viability, etc. before sending its advice to the Central Government. In case of a proposal for establishment of a new Department, the Commission shall arrive at a decision after the spot visit.
- 12.09 In case such permission is not granted, the institution deemed to be university may re-apply for such permission, but not before two years from the date of rejection of its earlier application.
- 12.10 The off-Campus Centre / off-shore Campus shall have adequate academic and physical infrastructure facilities as per the norms and standards prescribed by the Commission and the Statutory Regulatory body concerned. Such facilities shall be proportionate to the size and activities of the off-Campus Centre/off-shore Campus. The off-shore Campus of the institution deemed to be university shall also comply with all norms and standards of the country in which it is established.
- 12.11 The off-Campus Centre/ off-shore Campus shall be directly administered by the parent institution deemed to be university in matters of admission, instruction, evaluation, conferring of degrees, etc. In case of the off-shore Campus, lease in the name of the institution deemed to be university may be acceptable (as per the procedure of the country in which such off-shore campus is proposed to be established). In case lease is not permissible in any particular country, land and other assets in the name of a Strategic Partner shall be accepted. For this, the institution deemed to be university shall have a duly registered MOU / collaboration with the Strategic Partner which shall be governed in accordance with the law for the time being in force, in India.
- 12.12 The new Department/ off-Campus Centre / off-shore Campus shall offer only those programmes of study which are approved by the appropriate bodies of the institution deemed to be university and the statutory / regulatory body concerned such as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), Pharmacy Council of India (PCI), National Council for Teachers Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), etc. wherever applicable. In case of any new or existing institution of higher learning proposed to be brought under the ambit as

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a constituent unit of any existing institution deemed to be university, only those students who were admitted in such institutions on a date subsequent to the date of notification of the declaration under Section 3 of the UGC Act 1956 in regard to bringing the institution under the ambit of the existing institution deemed to be university, shall be eligible for being examined by the institution deemed to be university and therefore, for the award of degree or any other qualification by the institution deemed to be university on successful completion of their respective courses or programmes of study.

- 12.13 In the case of an off-shore Campus, the remittances of funds from / to the main Campus shall be governed by the Reserve Bank of India rules.
- 12.14 The over-all performance of an off-Campus Centre / off-shore Campus shall be monitored by the Commission biennially for six years and subsequently after five years and whose directions on management, academic development and improvement shall be binding on the Campus.
- 12.15 If the functioning of the Campus/off-Campus Centre of an institution deemed to be university does not meet the standards stipulated by the Commission and remains unsatisfactory for two consecutive reviews, as assessed by the Commission, the institution deemed to be university may be instructed by the Central Government, on the advice of the Commission, to close down the off-Campus Centre Campus concerned. The Commission may initiate action against erring institutions deemed to be universities even on the basis of complaints received against such Centres / Campuses. In the interest of the students, the Commission may allow the Centre / Campus to function till the last batch of students enrolled therein, as on the date of such instruction, passes out. The institution deemed to be university shall take appropriate steps to safeguard the interests of the faculty/staff at the Centre / Campus. In the event of closure of the Centre / Campus, the assets and liabilities thereof shall revert to the institution deemed to be university.
- 12.16 The Commission may give an 'in-principle No Objection' to the institution deemed to be university for establishing an off-Campus Centre, wherever required by the Statutory Councils, if the Commission is so satisfied about the viability of the proposal; but such 'No Objection' shall not be construed as permission of the Commission to the institution deemed to be university to establish an off-Campus Centre. In all such cases, formal proposal(s) shall be examined by the Commission under these Regulations. The institution deemed to be universities shall not admit student(s) to its course(s) in such off-Campus Centre(s) before the permission is granted by the Commission to such proposal(s).

13.0 INCLUSION OF OTHER INSTITUTIONS UNDER THE AMBIT OF INSTITUTION DEEMED TO BE UNIVERSITY

- 13.01 An institution deemed to be university may apply, in the proforma prescribed by the Commission, for inclusion of institutions existing under the same management as its constituent institution/ unit after confirmation of its declaration as an institution deemed to be university, as mentioned under article 8.12.
- 13.02 All institutions deemed to be universities shall necessarily comply with the conditions that the Commission may insist upon in this regard from time to time, to prevent franchising of education.

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- 13.03 If an institution existing under the same management is affiliated to a university, it shall be included in the ambit of the institution deemed to be university only on its disaffiliation from the affiliating university. The affiliating university shall also give its consent to the effect that the students of that particular institution(s) who have already been enrolled under it, shall continue to pursue their courses under its affiliation for all purposes and that it shall also award degrees to these students upon successful completion of the courses they are presently pursuing at such institution(s).
- 13.04 Such institution shall have accreditation with the highest grade offered, which is currently valid, either from National Assessment and Accreditation Council (NAAC) or all its eligible courses shall be accredited with the highest grade offered, which is currently valid, by National Board of Accreditation (NBA) or an accreditation agency recognized by the Commission from time to time.
- 13.05 An institution deemed to be university intending to bring an institution within its ambit as its constituent unit shall submit a proposal, in duplicate, in the proforma prescribed by the Commission, to the Secretary, Ministry of Human Resource Development (Department of Higher Education) Government of India, subject to the said institution fulfilling the eligibility criteria and other relevant conditions stipulated under these Regulations.
- 13.06 The Ministry of Human Resource Development, Government of India shall refer one copy of the proposal to the Commission for advice.
- 13.07 The Commission shall then adopt the procedure described under articles 8.05 to 8.07 to examine the proposal so received by it.
- 13.08 The Commission shall verify all the relevant factors and aspects through its Expert Committee before making a suitable recommendation to the Ministry of Human Resource Development, Government of India.
- 13.09 The inspection report as well as the recommendation of the Expert Committee along with the opinion/ comments of the Statutory / Regulatory body concerned and the views, if any, of the State Government concerned shall be examined by the Commission as per procedure before making recommendation to the Ministry of Human Resource Development, Government of India.
- 13.10 If rejected, the Central Government shall inform the institution, accordingly.
- 13.11 After taking the relevant steps of the procedure prescribed in article 8, the Central Government shall notify the inclusion of the institution under the ambit of the institution deemed to be university on being satisfied that institution deemed to be university has:
- a) earned a reputation for excellent and innovative teaching, for meaningful and purposeful research, for practicing academic and examination reforms like modular structure, continuous internal evaluation, etc. and for extension activities, and
 - b) a good track record of conforming to the relevant Regulations / norms of the Commission and the Statutory / Regulatory body concerned regarding minimum standards of instruction, qualifications of teachers, merit-based admission of students on an all-India basis and reasonable fee structure.

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- 13.12 On an institution coming under the ambit of the institution deemed to be university, the institution deemed to be university shall award degrees only to the students enrolled in the institution after the institution concerned disaffiliates itself from the affiliating university. The students enrolled in such an institution prior to its inclusion under the ambit of the institution deemed to be university, shall, receive their degrees from the university to which the institution was affiliated at the time of their enrollment.
- 13.13 Once an institution comes under the ambit of an institution deemed to be university, it shall be at par with an off-Campus of the institution deemed to be university, and all articles of these Regulations relating to off-Campus Centers of institutions deemed to be universities shall be applicable to it.
- 13.14 The entire movable and immovable property as well as the existing manpower of the institution and its records (except those pertaining to the students who had already registered till they pass out of the Institution) shall be transferred to the institution deemed to be university before the notification.
- 13.15 If an institution, not being under the same registered Society / Trust, is desirous of coming under the ambit of an institution deemed to be university, it shall apply to the Society / Trust and become a part of the Society / Trust, as per procedure of Societies Registration Act or Trust Act, as the case may be. Thereafter, the Society / Trust shall follow these Regulations to bring it under the ambit of the institution deemed to be university.
- 13.16 If the application of an institution deemed to be university for bringing an institution under its ambit is rejected for any reason whatsoever, the institution deemed to be university shall be eligible to re-apply, but not before two years from the date of the rejection of its earlier such application.

14.0 JOINT PROGRAMMES

- 14.1 An institution deemed to be university may conduct joint academic programme(s) with other Universities/institutions deemed to be universities in India and abroad with the prior approval of the Commission. The proposed joint programme(s) shall conform to the Acts and Rules of the Commission that shall apply to such programmes from time to time.
- 14.2 There shall be sufficient safeguards so as to protect the interests of students enrolled in such programmes.
- 14.3 The joint programmes shall be subjected to mandatory assessment and accreditation.

15.0 INSTITUTION DEEMED TO BE UNIVERSITY OPEN TO ALL

- 15.1 Admission and employment in an institution deemed to be university shall be open to all citizens of India regardless of race, religion, caste or creed and the area/ place of residence in India.
- 15.2 All policies and procedures, as applicable to the university level institutions of public and privately funded institutions respectively, shall apply to the appropriate category of institutions deemed to be universities.

16.0 INSTITUTION DEEMED TO BE UNIVERSITY TO BE UNITARY

Once an institution is declared as a unitary institution deemed to be university, it shall not affiliate any other institution.

17.0 RESERVATION POLICY

The institution deemed to be university shall implement the reservation policy in admissions and recruitment, in accordance with any Act of Parliament for the time being in force.

18.0 DISTANCE EDUCATION

No institution deemed to be university, so declared by the Central Government subsequent to these Regulations, shall be allowed to conduct courses in the Distance mode. Also, such institutions declared as such, prior to these Regulations, shall not be allowed to conduct courses in the Distance mode from any of its off-Campus Centre / off-shore Campus approved subsequent to these Regulations.

19.0 MEETINGS OF UNIVERSITY BODIES

The institution deemed to be university shall conduct meetings of all its statutory bodies, like Board of Management, Academic Council, etc. at regular intervals as per the Regulations and the minutes of each such meeting shall be displayed in the website of the institution

20.0 USE OF THE WORD ‘UNIVERSITY’

An Institution deemed to be University shall not use the word ‘University’ suffixed to its name but may mention the words “deemed to be university” within parenthesis suffixed thereto.

21.0 PROHIBITION OF USE OF CERTAIN WORDS IN NOMENCLATURE

Educational institutions established by the Central Government alone may prefix the words, “Indian National Institute” (either in English or in vernacular) with their respective names.

22.0 CONSEQUENCES OF VIOLATION OF REGULATIONS

22.1 The Central Government / Commission shall have the right to cause an inspection of the institution deemed to be university, its buildings, laboratories, its examinations, teaching and other work conducted or done by the institution deemed to be university, and to cause an enquiry to be made, if considered necessary by the Central Government/ UGC, in respect of any matter of the institution deemed to be university.

22.2 After conducting an inspection of the institution deemed to be university by the Commission on its own or on the basis of any other authentic information or report received from any other reliable source(s) and after considering the explanation submitted by the institution deemed to be university, if the Commission is satisfied that the institution deemed to be university has violated any of the provisions of these Regulations or any directives issued by the Commission, the Commission may direct the concerned institution deemed to be university not to admit new students for the period to be decided by the Commission and in case of deliberate continuous violation of these Regulations, may advise the Central Government for withdrawal of the declaration notifying the institution as an institution deemed to be university. In the event of such withdrawal of the declaration, the entire movable and immovable properties of the institution deemed to be university shall stand forfeited to the Commission. For first violation, the withdrawal may be restricted to one academic session which can be extended up to five academic sessions for repeated violations. However, for serious and deliberate violation, the status of deemed to be university shall be withdrawn permanently.

Regulations on Establishment, Maintenance and Recognition of Institutions:

- 22.3 In the event of the withdrawal of the deemed university status, action shall be simultaneously initiated to protect the interests of the students according to such precedents and practices as applicable or determined for the specific situation.
- 22.4 If an institution deemed to be university wishes to withdraw itself or its constituents from the status of 'institution deemed to be university', it may do so with the prior permission of the Central Government. Such withdrawal shall take effect only after the last batch of students then enrolled, passes out of the institution deemed to be university.

23.0 CONSIDERATION OF OLD PROPOSALS

All proposals (whether seeking declaration as an institution deemed to be university or seeking approval for establishing off-Campus Centers / off-shore Campus(es) or inclusion of off-Campus Centers in the ambit of the institution deemed to be university), which are either pending / in process in the Commission or have been received by the Central Government, shall be governed by these Regulations.

N. A. KAZMI, Secy

[ADVT. III/4/113/10-Exty.]

1. Every institution seeking to be declared as an institution deemed to be university under Section 3 of the UGC Act shall be registered as a Society or as a Trust in the name and style of the proposed institution deemed to be university.
2. Each such institution shall indicate, unambiguously, the following:
 - i) Name: The name of the Society / Trust, along with the name of the proposed institution deemed to be university.
 - ii) Office: The registered office of the Society or Trust; the official address of institution,
 - iii) Objectives: The objectives of the proposed institution deemed to be university shall be clearly indicated. The objectives shall be well-defined and well known to the students, teachers and non-teaching staff of the proposed institution deemed to be university.
 - iv) The objectives as set forth above shall be regarded in law to be charitable in nature.
3. Programmes of the institution deemed to be university
 - 3.1 In keeping with objectives, the institution shall spell out the following:
 - (i) The proposed programmes of study and research and facilities to provide for instruction in such branches of study as the institution deems appropriate for the advancement of learning and dissemination of knowledge;
 - (ii) The nature of Degrees and Diplomas and/ or Certificates to persons who have satisfactorily completed the approved programmes of study and/or research and the scheme prescribed for examination and evaluation
 - (iii) Details of other academic schemes such as visitor-ship, fellowship, prizes, and medals.
4. Management of the Institution
 - 4.1 The names, addresses, and occupation of the members of the first Board of Management to whom the management of the institution is entrusted till the various authorities are constituted in accordance with the Rules, shall be furnished at the time of application along with their letter of consent.
 - 4.2 The Board of Management shall be a compact and homogeneous body enabling it to promptly take and implement well considered decisions and to effectively handle crisis situations.
 - 4.3 The Board of Management shall consist of: -
 - (I) Vice-Chancellor.....Chairperson
 - (II) Pro Vice-Chancellor (wherever applicable)
 - (III) Deans of Faculties not exceeding two (by rotation based on seniority)
 - (IV) Three eminent academicians as nominated by the Chancellor
 - (V) One eminent academic to be nominated by the Central Government in consultation with UGC
 - (VI) Two teachers (from Professors, Associate Professors) by rotation based on seniority
 - (VII) One nominee of the sponsoring Society
 - (VIII) The Registrar, who shall be the Secretary

Regulations on Establishment, Maintenance and Recognition of Institutions:

The term of membership of the Board of Management and its powers shall be as follows:

4.3.1 All the members of the Board of Management other than the ex-officio members and the members of the teaching staff shall hold office for a term of three years and shall be eligible for reappointment.

4.3.2 Members of teaching staff in the Board of Management shall hold office for a period of 2 years or till such time as they continue to be members of the teaching staff, whichever is less.

4.4 Powers of the Board of Management:

The Board of Management shall be the principal organ of Management and principal executive body of the institution deemed to be university and shall have the following powers, namely:

- i) To establish, on the advice of the Academic Council, Divisions and Departments for the academic work and functions of the institution deemed to be University and to allocate areas of study, teaching and research to them;
- ii) To create teaching and academic posts, to determine the number, cadres and qualifications thereof as approved by the Commission, and statutory body concerned and the emoluments of such posts in consultation with the Finance Committee;
- iii) To appoint such Professors, Associate Professors, Assistant Professors and other academic staff as may be necessary on the recommendation of the Selection Committee;
- iv) To lay down the duties and conditions of service of the Professors, Associate Professors and Assistant Professors and other academic staff of the institution deemed to be university in consultation with the Academic Council;
- v) To provide for appointment of Visiting fellows and Visiting Professors;
- vi) To create administrative, ministerial and other necessary posts in terms of the cadres laid down and to make appointment thereof in consultation with the Finance Committee.
- vii) To constitute, for the benefit of the teaching, academic, technical, administrative and other staff, such pension, insurance, provident fund and gratuity as it may deem fit and aid in the establishment and support of Association, Institutions, Funds, Trusts and conveyances calculated to benefit the staff and the students of the Institution deemed to be University.
- viii) To regulate and enforce discipline among the employees of the institution deemed to be university and to take appropriate disciplinary action, wherever necessary;
- ix) To entertain and adjudicate upon and, if thought fit, to redress any grievances of the employees and students of the institution deemed to be university;
- x) To grant leave of absence to the Vice-Chancellor and to make necessary arrangements for carrying on his/her functions during the period of absence;
- xi) To approve the award of Degrees and diplomas based on the results of examinations and tests and to confer, grant or award Degrees, Diplomas, Certificates and other academic titles and distinctions;
- xii) To fix the emoluments and traveling and other allowances of examiners, moderators, tabulators and such other personnel appointed for examinations in consultation with the Academic Council and the Finance Committee;

Regulations on Establishment, Maintenance and Recognition of Institutions:

- xiii) To institute Fellowships, including Travel Fellowships, Scholarships, Studentships, Medals and Prizes in accordance with the Rules to be framed for the purpose;
- xiv) To advise the Holding Trustees (if any) on matters regarding acquisition, management and disposal of any immovable property on behalf of the institution deemed to be university.
- xv) To purchase, take on lease or accept as gift or otherwise any land or buildings or works which may be necessary or convenient for the purpose of the institution deemed to be university, on such terms and conditions as it may deem fit and proper, and to construct or alter and maintain any such building(s) or work(s);
- xvi) To transfer or accept transfers of any movable property on behalf of the institution deemed to be university:
- xvii) To execute in consultation with the Holding Trustees (if any) conveyance, transfer Government Securities, re-conveyances, mortgages, leases, bonds, licenses and agreements in respect of property, movable or immovable, belonging to the institution deemed to be university or to be acquired for the purposes of the institution deemed to be university;
- xviii) To issue appeals for funds for carrying out the objectives of the institution deemed to be university and, consistent with the provisions of the objectives, to receive grants, donations, contributions, gifts, prizes, scholarship, fees and other moneys, to give grants and donations, to award prizes, scholarships, etc.;
- xix) To raise and borrow in consultation with the Holding Trustee (if any) money on bonds, mortgages, promissory notes or other obligations or securities founded or based on any of the properties and assets of the institution deemed to be university, or without any securities. upon such terms and conditions as it may think fit and to pay out of the funds of the institution deemed to be university, all expenses incidental to the raising of money and to repay and redeem the money borrowed;
- xx) To draw and accept and make and endorse discount and negotiate Government of India's and other promissory notes, bills of exchange, cheques or other negotiable instruments;
- xxi) To maintain a fund to which shall be credited:
 - (a) all moneys provided by the Central or State / UT Government(s)/University Grants Commission;
 - (b) all fees and other charges received by the institution deemed to be university;
 - (c) all money received by the institution deemed to be university as grants, gifts, donations, benefactions, bequest or transfers and
 - (d) all money received by the institution deemed to be university in any other manner or from any other source;
- xxii) To open account or accounts of the institution deemed to be university with anyone or more scheduled banks and to lay down the procedure for operating the same;
- xxiii) To deposit all moneys credited to the funds in scheduled banks or to invest them in consultation with the Finance Committee;
- xxiv) To invest the funds of the institution deemed to be university or money entrusted to the institution deemed to be university in or upon such securities and in such manner as it may deem fit and from time to time transpose any investment;

Regulations on Establishment, Maintenance and Recognition of Institutions:

- xxv) To maintain proper accounts and other relevant records and prepare Annual Statements of Accounts, including the balance sheet for every previous financial year, in such form as may be prescribed by the Regulations / Bye-Laws;
 - xxvi) To manage, regulate and administer the revenue the finance. accounts, investments. properties, business and all other administrative affairs of the institution deemed to be university and for that purpose to appoint such agent or agents as it may deem fit;
 - xxvii) To provide building or buildings, premises. furniture, fittings, equipment appliances and other facilities required for carrying on the work of the institution deemed to be university,
 - xxviii) To establish, maintain and manage residencies for faculty and staff and hostels for the students of the institution deemed to be university:
 - xxix) To recognize and maintain control and supervision on hostel owned and managed by other agencies for the students of the in institution deemed to be university, and to rescind such recognition;
 - xxx) To appoint such committees for such purpose and with such powers as the Board of Management may think fit and to co-opt such persons on these Committees as it thinks fit;
 - xxxi) To appoint in order to execute an instrument or transact any business of the institution deemed to be university, any reason as attorney of the institution deemed to be university with such powers as it may deem fit;
 - xxxii) To appoint Auditors) or the ensuing year;
 - xxxiii) To select an emblem and to have a common seal for the institution deemed to be university and to provide for the custody and use of such seal;
 - xxxiv) To delegate all or any of its powers to any Committee or sub- Committee constituted by it or the Vice-Chancellor of the institution deemed to be university or any other person;
 - xxxv) To conduct all administrative affairs of the institution deemed to be university not otherwise specifically provided for;
 - xxxvi) To take all necessary decisions for the smooth and efficient functioning of the institution deemed to be university.
- 4.5 Meetings of the Board of Management:
- (i) The Board of Management shall meet at least four times a year. Not less than 15 days' notice shall be given of a meeting of the Board of Management. Eight (8) members shall make the quorum for a Board of Management meeting.
 - (ii) Every meeting of the Board of Management shall be presided over by its Chairman and in his/her absence, by a member chosen by the members present, from amongst themselves.
 - (iii) Each member of the Board of Management, including its Chairman, shall have one vote and decisions at the meetings of the Board shall be taken by simple majority. In case of a tie, the Chairman shall have a casting vote.
 - (iv) Any business which it may be necessary for the Beard of Management to perform may be carried out by circulating appropriate resolution thereon among its members and any resolution so circulated and approved by a simple majority shall be as effective and binding as if such resolution had been passed at the meeting of the Board.

Regulations on Establishment, Maintenance and Recognition of Institutions:

- (v) A copy of the proceedings of each meeting shall be furnished to the Chancellor of the institution deemed to be university as soon as possible after the meeting.

4.6 Termination of Membership

If a member other than the Vice-Chancellor, and those representing the teachers, accepts a full time appointment in the Institution deemed to be University or does not attend three consecutive meetings of the Board of Management, without proper leave of absence, he/she shall cease to be a member of the Board of Management.

4.7 Constitution of Standing Committee and Ad-hoc Committee by the Board of Management

4.7.1 Subject to the provision of the Rules of the Institution deemed to be University, the Board of Management may, by a resolution, constitute such Standing Committee or Ad hoc Committee or Committees for such purposes and with such powers as the Board may think fit for discharging any function of the institution deemed to be university or for inquiring into, reporting and advising upon any matter of the Institution deemed to be University.

4.7.2 The Board of Management may co-opt such persons on the Standing Committees or Ad-hoc Committees, as it may consider suitable.

4.8 Delegation of Powers of the Board of Management

The Board of Management may, by a resolution, delegate to the Vice Chancellor or any other officer of the institution deemed to be university of the Standing Committee or the Ad-hoc Committee such of its powers as it may deem fit subject to the condition that the action taken by the Vice Chancellor or the officer concerned or the Standing Committee or the Ad-hoc Committee concerned in the exercise of the powers so delegated shall be reported at the next meeting of the Board of Management.

Other Authorities of the institution deemed to be university

The following shall be the other authorities of the institution deemed to be university:

- 1) Academic Council
- 2) Planning, and Monitoring Board
- 3) Finance Committee
- 4) Board of Studies
- 5) Such other authorities as may be declared by the Rules to be authorities of the institution deemed to be university

1. Academic Council (AC)

1.1 The Academic Council shall be the principal academic body of the institution deemed to be university and shall, subject to the provision of the Rules, have the control over and be responsible for the maintenance of standards of teaching, research and training, approval of syllabus, co-ordination of research activities, examinations and tests within the institution deemed to be university and shall exercise such powers and perform such other duties and functions as may be prescribed or conferred upon it by the Rules of the institution.

1.2 Composition of the Academic Council

The Academic Council shall consist of the following persons, namely:

1. Vice Chancellor Chairperson
2. Pro Vice-Chancellor (if any)
3. Dean(s) of Faculties
4. Heads of the Departments
5. Ten Professors other than the Heads of the Departments (by rotation of seniority)
6. Three Associate Professors from the Departments other than the Heads of the Departments by rotation of seniority
7. Three Assistant Professors from the Departments by rotation of seniority
8. Three persons from amongst educationists of repute or persons from any other field related to the activities of the Institution deemed to be University who are not in the service of the Institution deemed to be University, nominated by the Vice-Chancellor
9. Three persons who are not members of the teaching staff, co-opted by the Academic Council for their specialized knowledge
10. The Registrar, who shall be the Secretary of the Academic Council

Note: The representation of different categories shall be only through rotation and not through election. It may also be ensured that no particular faculty dominates the membership of the Council.

Regulations on Establishment, Maintenance and Recognition of Institutions:

1.3 Term of Membership:

The term of members other than the ex-officio members shall be two years.

1.4 Powers and Functions of the Academic Council:

The Academic Council shall have the following powers and duties, namely

- i. To consider matters of academic interest either on its own initiative or at the instance of the Board of Management or those proposed by the departments/ faculties and to take proper action thereon;
- ii. To exercise general supervision over the academic work of the institution deemed to be university and to give direction regarding methods of instruction, evaluation, and improvements in academic standards;
- iii. To promote research within the institution deemed to be university, acquire reports on such researches from time to time.
- iv. To prescribe courses of study leading to degrees and diplomas of the institution deemed to be university;
- v. To make arrangements for the conduct of examinations in conformity with the Bye-Laws;
- vi. To appoint examiners, moderators, tabulators and such other personnel for different examinations,
- vii. To maintain proper standards of the examinations;
- viii. To recognize diplomas and degrees of universities and other Institutions and to determine equivalence with the diplomas and degrees of the institutions deemed to be university.
- ix. To suggest measures for departmental co-ordination;
- x. To make recommendations to the Board of Management on:
 - a) measures for improvement of standards of teaching research and training;
 - b) institution of Fellowships, Travel Fellowships. Scholarships, Medals, Prizes etc.;
 - c) to recommend to the Board of Management, the establishment or abolition of departments/ centers; and
 - d) To frame rules covering the academic functioning of the institution deemed to be university, admissions, examinations, award of fellowships and studentships, free-ships, concessions, attendance, discipline, residence etc.
- xi. To appoint sub-committees to advise on such specific matters as may be referred to it by the Board of Management;
- xii. To consider the recommendations of the sub-committees and to take such action as the circumstances of each case may require;
- xiii. To take periodical review of the activities of the Departments/Centers and to take appropriate action with a view to maintaining and improving standards of instruction;
- xiv. To recommend institution of teaching posts (Professors, Associate Professors and Assistant Professors) to the Board of Management; and
- xv. To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Rules.

1.5 Meeting of the Academic Council

- i. The Academic Council shall meet as often as may be necessary but not less than three times during an academic year. Not less than 15 days' notice shall be given of a meeting of the Academic Council.
- ii. One third of the total number of members of the Academic Council shall constitute the quorum for the meeting of the Academic Council.
- iii. Each member, including its Chairman, shall have one vote and decisions at the meetings of the Academic Council shall be taken by simple majority. In case of a tie, the Chairman shall have a casting vote.
- iv. Any business which it may be necessary for the Academic Council to perform, except such as may be placed before its meeting, may be carried out by circulation of the resolution among all its members and the resolution so circulated and approved by a simple majority shall be effective and binding as if such resolution had been passed in the meeting of the Academic Council, provided that at least one half of the total number of the members of the Academic Council have recorded their views on the resolution.

2.0 Planning & Monitoring Board:

- 2.1 The Planning & Monitoring Board shall be the principal Planning Body of the institution deemed to be university and shall be responsible for the monitoring of the development programmes of the Institution deemed to be University.
- 2.2 The Vice-Chancellor shall be the Chairman of the Planning & Monitoring Board. The Registrar shall be its Secretary. It may include seven internal members and three outside eminent experts, including one nominee of the UGC.
- 2.3 The constitution, powers and functions of the Planning & Monitoring Board shall be prescribed by the Rules.
- 2.4 The Planning & Monitoring, Board would have the right to advise the Board of Management and the Academic Council on any matter which it considers necessary for the fulfillment of the objectives of the institutions deemed to be university.
- 2.5 The recommendations of the Planning & Monitoring Board shall be placed before the Board of Management for consideration and approval. Proposals relating to the academic matters may be processed through the Academic Council.

3.0 Finance Committee (FC)

3.1 Composition of the Finance Committee:

The Finance Committee shall consist of the following members

1. Vice Chancellor - Chairperson
2. Pro Vice-Chancellor
3. A person nominated by the Society or Trust
4. Two nominees of the Board of Management, one of whom shall be a member of the Board
5. A representative of the Central Government
6. A representative of the State Government, in case the institution deemed to be university is receiving grants from the State Government
7. Finance Officer-Secretary

Regulations on Establishment, Maintenance and Recognition of Institutions:

3.2 Terms of Office of the Finance Committee:

All members of the Finance Committee other than ex-officio members shall hold office for a term of three years.

3.3 Powers and Functions of the Finance Committee:

- (i) To consider the annual accounts and financial estimates of the institution deemed to be university and submit them to the Board of the Management for approval;
- (ii) To consider and recommend the annual budget and revised estimates to the Board of Management;
- (iii) To fix limits of the total recurring expenditure and the total non- recurring expenditure of the year based on the income and resources of the institution deemed to be university.

Note: No expenditure other than that provided in the budget shall be incurred by the institution deemed to be university without the approval of the Finance Committee.

3.5 Meetings of the Finance Committee:

The Finance Committee shall meet at least twice a year to examine the accounts and to scrutinize proposals for expenditure. Five members shall constitute the quorum for the meeting.

4.0 Board of Studies:

4.1 There shall be one Board of Studies for each Department of the institution deemed to be university.

4.2 The Board of Studies of each faculty/ Department shall consist of:

1. Dean of faculty/ Head of the Department - Chairperson
2. All Professors of the faculty/ Department
3. Two Associate Professors of the faculty/ Department by rotation of seniority
4. Two Assistant Professors of the faculty/Department by rotation of seniority
5. Not more than 2 persons to be co-opted for their expert knowledge including those belonging to the profession or industry concerned

4.3 The powers and functions of the Board of Studies shall be prescribed by the Rules of the Institution deemed to be University.

5.0 Selection Committee:

5.1 There shall be a Selection Committee for making recommendations to the Board of Management for appointment to the post of Professors, Associate Professors, Assistant Professors and such other posts as may be prescribed by the Rules, in the institution deemed to be university.

5.2 Every Selection Committee shall be constituted in accordance with the Rules framed by the Board of Management.

5.3 Meetings of the Selection Committee

- (a) The meetings of the Selection Committees shall be convened by the Chairman of the Selection Committee as and when necessary.
- (b) Four members of the Selection Committee shall consisting of at least two experts shall form the quorum.

Regulations on Establishment, Maintenance and Recognition of Institutions:

- (c) If the Board of Management is unable to accept the recommendations of the Selection Committee, it shall record its reasons thereof and require an appropriate review by a high power committee.

6.0 Officers of the institution deemed to be university

The following shall be the officers of the institution deemed to be university:

- a) Chancellor
- b) Vice-Chancellor
- c) Pro Vice-Chancellor
- d) Registrar
- e) Finance Officer
- f) Controller of Examinations
- g) Dean of Faculties
- h) Head of Department
- i) Such other officers as may be prescribed in the Rules of the institution deemed to be university

6.1 Chancellor

The institution deemed to be university shall have a Chancellor who shall, when present, preside over the convocations of the institution deemed to be university but shall not be the Chief Executive Officer. The Chancellor shall be appointed by the sponsoring Society or Trust, shall hold office for a period of 5 years and shall be eligible for one more term. The Chancellor shall neither be a member of the Society or the Trust nor a close relative of the President of the Society or the Trust.

Where power is conferred upon the Chancellor to nominate persons to authorities, he/she shall, to the extent necessary, nominate persons to represent the various interests for the furtherance of the objectives of the institutions deemed to be university.

6.2 Vice-Chancellor

- (i) The Vice-Chancellor shall be a whole time salaried officer of the institution deemed to be university and shall be appointed by the Chancellor from a panel of three names suggested by a Search-cum-Selection Committee.

The composition of the Search-cum-Selection Committee shall be:-

- 1. A nominee of the Chancellor
- 2. A nominee of Central Government; who shall be an eminent academic nominated by the Government in consultation with the UGC
- 3. A nominee of the Board of Management
- (ii) The Vice-Chancellor shall hold office for a term of 5 years. He shall be eligible for a second term, provided that in no case shall he hold office beyond the age of 70 years.

Provided that notwithstanding the expiry of the period of 5 years, he/she may continue in office for not more than six months or till his/her successor is appointed and the latter assumes office, whichever, is earlier.

- (iii) In case of the office of the Vice-Chancellor becoming vacant due to death, resignation or otherwise and in case of his/her absence due to illness or any other cause, the Pro Vice-Chancellor, and in his/her absence, the Senior most Dean

or, if there is no Dean, the senior most Professor shall perform the duties of the Vice-Chancellor until a new Vice-Chancellor is appointed, or the existing Vice-Chancellor resumes duties, as the case may be.

6.3 Powers of the Vice-Chancellor

- i) The Vice-Chancellor shall be the Principal Executive Officer of the institution deemed to be university and shall exercise general supervision and control over the affairs of the institution deemed to be university and shall be mainly responsible for implementation of the decisions of all the authorities of the Institution deemed to be University.
- ii) The Vice-Chancellor shall be the Ex-officio Chairman of the Board of Management, the Academic Council, the Finance Committee, the Planning & Monitoring Board and Selection Committees.
- iii) The Vice-Chancellor shall have the power to convene or cause to be convened meeting of the various authorities of the institution deemed to be university.
- iv) The Vice-Chancellor may, if he/she is of the opinion that immediate action is called for on any matter, he / she shall exercise any power conferred upon any authority of the institution deemed to be university under its Regulations and Rules, and take such action or proceed to take such action and shall report to the authority concerned on the action taken by him/her on such matters.

Provided that if the authority concerned as mentioned in clause (ii) above is of the opinion that such action ought not to have been taken, it may refer the matter to the Chancellor whose decision thereon shall be final.

Provided further that if any person in the service of the institution deemed to be university is aggrieved by the action taken by the Vice- Chancellor under the said clause, he/she shall have the right to appeal against such decision to the Board of Management within 30 days from the date on which such action is communicated to him/her and thereupon the Board of Management shall call the meeting in a subsequent meeting and may confirm, modify or reverse the action taken by the Vice-Chancellor.

- v) It shall be the duty of the Vice-Chancellor to ensure that Regulations and Rules of the institution deemed to be university are duly observed and implemented; and, he/she shall have all the necessary powers in this regard.
- vi) All powers relating to the proper maintenance and discipline of the institution deemed to be university shall be vested in the Vice- Chancellor.
- vii) The Vice-Chancellor shall have the power to re-delegate some of his powers to any of his/her subordinate officers with the concurrence and approval of the Board of Management.
- viii) The Vice-Chancellor shall exercise all other powers as may be delegated to him/ her by the Board of Management.
- ix) The Vice-Chancellor shall exercise such other powers and perform such other functions as may be prescribed by the Regulations, Rules and Bye-Laws.

6.4 Pro Vice-Chancellor

- (i) The post of the Pro Vice-Chancellor may be created with the approval of the Board of management and the Central Government.

Regulations on Establishment, Maintenance and Recognition of Institutions:

- (ii) The Pro Vice-Chancellor shall be appointed by the Board of Management on the recommendation of the Vice-Chancellor.
- (iii) The Pro Vice-Chancellor shall hold office co-terminus with the office of the Vice-Chancellor and at the pleasure of Vice-Chancellor.
- (iv) The Pro Vice-Chancellor shall have the powers and duties as prescribed by Rules of the institution deemed to be university.

6.5 Registrar

- (i) The Registrar shall be a whole time salaried officer of the institution deemed to be university and shall be appointed by the Board of Management on the recommendations of the Selection Committee consisting of the following:-
 - 1. Vice Chancellor - Chairperson
 - 2. One nominee of the Chancellor
 - 3. One nominee of the Board of Management.
 - 4. One expert appointed by the Board of Management who is not an employee of the institution deemed to be university.
- (ii) The emoluments and other terms and conditions of service of the Registrar shall be as prescribed by Rules of the institution deemed to be university.
- (iii) When the office of the Registrar is vacant or when the Registrar is absent by reason of illness or any other reason, the duties and functions of the Registrar shall be performed by such other person as the Vice Chancellor may appoint for the purpose.
- (iv) The Registrar shall be ex-officio Secretary of the Board of Management, the Academic Council and the Planning and Monitoring Board, but shall not be deemed to be a member of any of these authorities.
- (v) The Registrar shall be directly responsible to the Vice-Chancellor and shall work under his direction.
- (vi) The following shall be the duties of the Registrar: -
 - 1. To be the custodian of the records and the funds and such other property of the institution deemed to be university as the Board of Management may commit to his/her charge;
 - 2. To conduct the official correspondence on behalf of the authorities of the institution deemed to be university;
 - 3. To issue notices convening meetings of the authorities of the institution deemed to be university and all Committees and sub- Committees appointed by any of these authorities;
 - 4. To maintain the minutes of the meetings of all the authorities of the institution deemed to be university and of all the Committees and sub-Committees appointed by any of these authorities;
 - 5. To make arrangements for and supervise the examinations conducted by the institution deemed to be university;
 - 6. To represent the institution deemed to be university in suits or proceedings by or against the institution deemed to be university, sign powers of attorney and perform pleadings or depute his/her representatives for this purpose;
 - 7. To enter into agreement, sign documents and authenticate records on behalf of the institution deemed to be university;

8. To make arrangements to safeguard and maintain the buildings, gardens, office, canteen, cars and other vehicles, laboratories, libraries, reading rooms, equipment and other properties of the institution deemed to be university;
9. To perform such other duties as may be specified in the Rules or as may be assigned by the Board of management or the Vice- Chancellor from time to time.

6.6 Finance Officer

- (i) The Finance Officer shall be a whole time salaried officer of the institution deemed to be university and shall be appointed by the Board of Management.
- (ii) The emoluments and other terms and conditions of service of the Finance Officer shall be as may be prescribed by Rules of the institution deemed to be university.
- (iii) The Finance Officer shall work under the direction of the Vice- Chancellor and shall be responsible to the Board of Management through the Vice-Chancellor.
- (iv) He/she shall be responsible for the preparation of annual budget. estimates and statements of account for submission to the Finance Committee and the Board of Management.
- (v) He/she shall be responsible for the management of funds and investments of institution deemed to be university, subject to the control of Board of Management.

6.7 Controller of Examinations

- (i) The Controller of Examinations shall be appointed by the Board of Management
- (ii) The emoluments and other terms and conditions of service of the Controller of Examination shall be as may be prescribed by Rules of the institution deemed to be university.
- (iii) The Controller of Examinations shall ensure that all the specific directions of the Board of Management. Academic Council and Vice- Chancellor in respect of examination and evaluation are complied with.
- (iv) The Controller of Examinations shall be a permanent invited to the Board of Management.

6.8 Dean

The Departments dealing with allied subjects could be grouped into faculties: Each faculty may be headed by a Dean.

6.9 Head of the Department

- (i) There shall be a Head of the Department for each of the Departments in the institution deemed to be university who shall be appointed by the Vice-Chancellor from amongst the Professors of the Department.

Provided that if there is no Professor in the Department or there is only one Professor in the Department whose term as Head of the Department is ending, the Vice-Chancellor may appoint an Associate Professor as Head of the Department.

- (ii) The term of the Head of the Department shall normally be 3 years and he/ she shall be eligible for reappointment for one more term, but not for two consecutive terms.
- (iii) The powers and functions of the Head of the Department shall be prescribed by Rules of the institution deemed to be university.

7.0 Delegation of Powers

Subject to the provisions of these Regulations and Rules, any authority or officer of the institution deemed to be university, with the approval of Board of Management, may delegate its power to any other authority or officer or person under their respective control and subject to the conditions that the overall responsibility for exercising the powers so delegated shall continue to rest in the authority or officer delegating such powers.

8.0 Seniority List

- (a) Whenever in accordance with these Rules any person is to hold an office or to be a member of an authority of the Institution deemed to be University by rotation of seniority, such seniority shall be determined according to the length of the continuous service of such person in the grade in the institution deemed to be university in accordance with such other principles as the Board of Management may from time to time prescribe.
- (b) It shall be the duty of the Registrar to prepare and maintain in respect of each class/cadre of persons to whom the provisions of these Rules apply a complete and up-to-date seniority list in accordance with the provisions of the foregoing clause.
- (c) If two or more persons have equal length of continuous service in a particular grade/cadre or the relative seniority of any person or persons is in doubt, the Registrar may on his/her own notion and shall at the request of any such person, submit the matter to the Board whose decision shall be final and binding.

9.0 Dispute as to Membership

If any question arises, whether any person has been duly nominated or appointed, as or is entitled to be a member of any authority or any committee of the institution deemed to be university, the matter shall be referred to the Chancellor, whose decision thereon shall be final and binding.

10.0 Grievance Redress Mechanism

For individual grievances and complaint(s), every institution deemed to be university shall have a Grievance Redress Mechanism as may be prescribed by the Rules

11.0 Resignation

Any member other than an ex-officio member of any authority may resign by a letter addressed to the Registrar and the resignation shall take effect as soon as it is accepted by the Chancellor or the Chairman of the Board of Management, as the case may be.

12.0 Acting Chairman of the Meetings

Where no provision is made for a Chairman to preside over a meeting of an authority of the institution deemed to be university or any committee of such authority, or if the Chairman so provided is absent, the members present may select one from amongst themselves to preside at such meeting.

13.0 Validation of certain actions, decisions

No action or proceedings of any authority or anybody or any committee of the institution deemed to be university shall be invalid merely by reason of any vacancy therein.

14.0 Disqualification

- (a) A person shall be disqualified for being chosen as and for being a member of any of the authorities of the institution deemed to be university:

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- i) if he/she is of unsound mind
 - ii) if he/she is an un-discharged insolvent
 - iii) if he/she has been convicted by a court of law of an offence involving moral turpitude.
- (b) If any question arises as to whether a person is or has been subjected to any disqualifications mentioned above, the question shall be referred for decision to the Chancellor and his decision shall be final.

15.0 Filling of Casual Vacancies

Casual vacancies among the members (other than ex-officio members) of any authority or any Committee of the institution deemed to be university shall be filled as soon as it may be convenient by the such authority or the person who appointed or co-opted the member whose place has become vacant and the person appointed or co-opted to a casual vacancy shall be member of such authority or committee for the residual term for which the person whose place he/she fills would have been a member.

16.0 Review of the Academic Activities of the institution deemed to be university

The functioning of the institution deemed to be university may be reviewed after a period of every 5 year or earlier, if necessary, by a Committee appointed by the Commission.

17.0 Inspection of the institution deemed to be university by the Commission

- i) The Commission may cause an inspection, to be made by such person or persons as it may direct, of the institution deemed to be university, its buildings, fixtures and fittings, laboratories and equipment as also examinations, teaching and other work carried on or done and, if necessary, to cause an inquiry to be made in respect of any matter connected with the administration or finances of the institution deemed to be university.
- ii) The Commission shall, in every case, give notice to the institution deemed to be university of its intension to cause an inspection or inquiry to be made and on receipt of such a notice, the institution deemed to be university shall have the right to make such representations to the Commission as it may consider necessary.
- iii) Where an inspection or inquiry has been caused to be made by the Commission, the institution deemed to be university shall be entitled to appoint a representative who shall have the right to be present and to be heard at such inspection or inquiry.
- iv) The Commission may communicate the result of such inspection or inquiry together with such advice as it may be pleased to offer as to the action to be taken by the institution deemed to be university to the Vice-Chancellor who shall communicate the same to the Board of Management.
- v) The Board of Management shall give proper consideration to the said communication regarding the result of inspection or inquiry and the proposals for action by the institution deemed to be university and communicate to the Commission the action, if any, which it proposes to take or has taken upon the result of such inspection or inquiry.
- vi) Where the Board of Management does not, within a reasonable time, take any action to the satisfaction of the Commission, the Commission may, after giving due consideration to the explanation furnished or representation made by the Board of Management to it, issue such directions as it may think fit and the Board of Management shall comply with such directions.

18.0 Income and Property of the institution deemed to be university to be utilized for its objectives only

The income and property of the institution deemed to be university shall be utilized solely for promoting the objectives of that institution deemed to be university.

19.0 Ban on payment or transferring of Income and Property of the institution deemed to be university by way of Profit

No portion of the income and property of the institution deemed to be university shall be paid or transferred directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit to the persons who were at any time or are members of the institution deemed to be university or to any of them or any persons claiming through them, provided that nothing herein contained shall prevent the payment in good faith of remuneration to any member thereof or other person as consideration for any service rendered to the institution deemed to be university or for traveling or other allowances and such other charges.

20.0 Funds, Accounts, Audits and Annual Report

- i) The accounts of the institution deemed to be university shall be maintained in the name of the institution deemed to be university and not in the name of the sponsoring Society or Trust. The accounts of the institution deemed to be university shall be kept in such forms as may be laid down by the Board of Management and shall conform to the rules, if any, prescribed by the Commission. The accounts of the institution deemed to be university shall be open for examination by the Controller and Auditor General of India. The accounts shall also be open for inspection by the Commission.
- (ii) The annual financial statements and accounts shall be audited by the Chartered Accountant of the institution deemed to be university.
- iii) Annual Reports and the Audit Reports shall be submitted by the institution deemed to be university to the Commission within nine months of the closure of the accounting year,

21.0 Rules of the institution deemed to be university

Subject to the provisions of the Regulations and the Rules of the Commission, the Board of Management shall, in addition to all other powers vested in it, have the power to frame the Rules of the institution deemed to be university that may provide for all or any of the following matters: -

- (i) establishment of Departments of teaching;
- (ii) courses of study to be laid down for all degrees, diplomas and certificates of the Institution deemed to be University;
- (iii) grant of academic awards (such as degrees and diplomas) and distinctions;
- (iv) admission of students to the Institution deemed to be University and their enrolment as such;
- (v) the fees to be charged for courses of study and for admission to the examinations, degrees, diplomas and certificates of the Institution deemed to be University.
- (vi) conduct of examinations, appointment of examiners and approval and publication of results thereof;
- (vii) institution of award of fellowships, scholarships, studentships, medals and prizes and prescription of the conditions thereof;
- (viii) maintenance of discipline among the students;

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- (ix) maintenance of discipline among the employees;
- (x) establishment of halls of residence and conditions of residence and health of the students;
- (xi) classification, emoluments, method of appointment and determination of the terms and conditions of service of the staff;
- (xii) such other powers, functions and duties of the Academic Council as are not mentioned elsewhere;
- (xiii) constitution, powers and functions of the Planning & Monitoring Board
- (xiv) Powers and functions of the Board of Studies;
- (xv) composition, powers and functions of the Grievance Redress Mechanism;
- (xvi) prescribing persons as such other officers of the institution deemed to be university;
- (xvii) such other powers and functions of the Vice-Chancellor as are not specified elsewhere;
- (xviii) emoluments, terms and conditions of service of the Register Registrar
- (xix) emoluments, terms and conditions of service of the Finance Officer;
- (xx) constitution of pension, provident fund, insurance etc. for the benefit of the officers, teachers, and the other staff;
- (xxi) establishment of special centers;
- (xxii) creation, composition and functions of any committees or body, which is considered necessary for the work of the institution deemed to be university;
- (xxiii) procedure for preparation and submission of budget estimates;
- (xxiv) procedure for convening of meeting of any authority or committee;
- (xxv) laying down of procedures to be observed at any meeting of any authority or any committee;
- (xxvi) constitution of any other body as an authority of the institution deemed to be university;
- (xxvii) delegation of powers to any authority or officer;
- (xxviii) all other matters by this Regulation or the Rules may be provided but no rule shall be made affecting the condition of residence, health, discipline, admission, enrolment of students, conditions, mode of appointments, duties of examiners, conduct of and standard of examinations or any course of study without consulting the Academic Council.

22.0 Interpretation Clause

In the event of conflict of opinion with regard to interpretation of Regulations or the Rules of the Commission, the opinion of the Commission shall be final.

23.0 Adjustment of Income and Property on Dissolution of the institution deemed to be university

If on the winding up or dissolution of the institution deemed to be university there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid or distributed among the members of the institution deemed to be university or any of them, but shall be transferred to the Commission, or other bodies in consultation with the agencies concerned who have helped in creation of those assets.

24.0 Legal Proceedings

- i) For the purpose of Section 6 of the Societies Registration Act, 1860, the person in whose name the institution deemed to be university may sue or be sued shall be the Registrar.
- ii) No suit or legal proceedings shall lie against the Central Government or the Commission or the institution deemed to be university or an Officer of the institution deemed to be university or a member of the authority of the institution deemed to be university in respect of anything done or purported or intended to be done in pursuance of any of these Regulations.

25.0 Alteration, Amendments and Additions to the Rules governing the functioning of the institution deemed to be university

No Rule and Bye law governing the functioning of the institution deemed to be university may be altered, amended and added to by the Board of Management or such other competent body to the effect that it is in conflict with or to the detriment of the provisions of these Regulations; and, no alteration, amendment or addition to the Rules and bye laws shall be given effect to without the prior approval of the Commission in accordance with the provision of the Societies Registration Act, 1860 or the relevant Public Trust Act as in force for the time being.

**University Grants Commission
(Institutions Deemed to be Universities) (Amendments) Regulations, 2014.**

NOTIFICATION

New Delhi, the 1st May, 2014

No. F. 6-1(ii)/2006(CPP-I/DU), 1. (1) These may be called the UGC (Institutions Deemed to be Universities) (Amendments) Regulations, 2014.

(2) They shall come into force from the date of their publication in the Official Gazette.

2. In regulation 4 of the UGC (institutions Deemed to be Universities) Regulations, 2010 (hereinafter referred to as the principal Regulation)

(a) for clause 4.5, the following shall be substituted, namely:-

“4.5 Shall not be an institution imparting education leading to conventional degrees only, without strong inter-disciplinary and innovative programmes with matching research capabilities and should have achieved peer recognition and verifiable scholarly attainment and research output. For example, it shall not be limited to imparting programmes in engineering or management or medicine or pharmacy or dental sciences, etc., which can continue to be offered with the existing status of a college.”

(b) after clause 4.18, following clause shall be inserted, namely:--

“4.19 Has been an ‘autonomous college’ for five or more years and currently with valid accreditation with ‘A’ Grade by a recognized accreditation authority and conferred status of a ‘College with potential for Excellence’ or of ‘College of Excellence’ by the Commission.”

3. In regulation 5 of the principal Regulation –

(a) for clause 5.1, the following shall be substituted, namely:-

“5.1 The proposed institution deemed to be university shall be registered as a not-for-profit Society under the Societies Registration Act, 1860 or as a not-for-profit Trust under the Public Trust Act, or as a not-for-profit company under section 8 of the Companies Act, 2013 (hereinafter referred to as the Managing Society/Trust/Company), which shall be owned by a not-for-profit Society registered under the Societies Registration Act, or a not-for-profit Trust registered under the Public Trust Act, or a not-for-profit company registered under section 8 of the Companies Act, 2013 (hereinafter referred to as the Sponsoring Society/Trust/Company), or in case of a public funded deemed to be university, by the Government:

Provided that the members/trustees/promoters of a Managing Society/Trust/Company of a deemed to be a university, not being a public funded deemed to be university, shall not be directly or indirectly connected with the members/trustees/promoters of the sponsoring Society/Trust/Company.”

(b) for clause 5.2 the following shall be substituted, namely:-

“5.2 Among the authorities of the deemed to be universities, there shall be a Chancellor who shall be appointed by the sponsoring Society/Trust/Company and shall be an eminent educationist or a distinguished public figure other than the President/Trustee/promoter of the sponsoring Society/Trust/Company or his/her close relative.”

(c) in clause 5.4, the words ‘or a distinguished academic’ shall be deleted.

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- (d) in clause 5.5, for the words “Trust (or) Society”, the words ‘sponsoring Society/Trust/Company’ shall be substituted.
 - (e) in clause 5.7, for serial number vii) the following shall be substituted, namely:-
“vii) maximum of two nominees of the sponsoring society/trust/company”
 - (f) for clause 5.8 the following shall be substituted, namely:-
“5.8 The Vice Chancellor shall be an eminent academic and shall be appointed in the manner laid down under clause 6.2 in **Annexure 2.**”
 - (g) After clause 5.9, the following shall be inserted, namely:-
“5.10 Notwithstanding anything contained in these Regulations, the governance system and management structure of a public funded institution Deemed to be University may be in accordance with the decision of the Central Government or the State Government, as the case may be.”
4. For regulation 6 of the principal Regulation, the following shall be substituted, namely:-
- “6.0 ADMISSIONS AND FEES STRUCTURE**
- 6.1 No institution deemed to be university shall, for admission in respect of any course or programme of study conducted in such institution, accept payment towards admission fee and other fees and charges,-
 - (a) other than such fee or charges for such admission as fixed in accordance with the Fee Regulations framed by the Government or by the Commission in this behalf from time to time, which shall be declared by it in the prospectus for admission against any such seat, and on the website of the institution; and
 - (b) without a proper receipt in writing issued for such payment to the concerned student admitted in such institution.
 - 6.2 No institution deemed to be university shall charge any fee for an admission test other than an amount representing the reasonable cost incurred by it in conducting such test: Provided further that an institution deemed to be university shall not engage in commercialization of education in any manner whatsoever and shall provide for equity and access to all deserving students.
 - 6.3 Admission of students to an institution deemed to be university, public or private, shall be made in the following manner:
 - (1) In case the appropriate statutory authority has specified the process of selection for admission to any course, or programme of study in any institution which includes conducting competitive admission test for ascertaining the competence of any person to pursue such course or programme of study, in that case, no person shall be admitted to such course or programme of study in such institution, except through an admission test conducted by a recognized body or such institution or a group of institutions if such institution or group of institutions have been so authorised by the Central Government or a State Government or any statutory authority.
 - (2) In case the process of selection for admission to any course or programme of study in any institution including conducting competitive admission test has not been specified under sub-clause (i), in that case, no person shall be eligible for admission to such course or programme of study in such institution except through inter se merit to be specified in the prospectus of each institution:

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Provided that admission of Non-Resident Indians (NRI)/Persons of Indian Origin (PIO)/ foreign students to institutions deemed to be universities shall be governed by the Guidelines/Regulations framed by the Commission in this behalf from time to time.

- 6.4 Every institution deemed to be university shall –
- (a) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years;
 - (b) exhibit such records on its website; and
 - (c) be liable to produce such record, whenever called upon to do so by any statutory authority or by the Government under any law for the time being in force.
- 6.5 Every institution deemed to be university shall publish, before expiry of sixty days prior to the date of the commencement of admission to any of its courses or programmes of study, a prospectus containing the following for the purposes of informing those persons intending to seek admission to such institution and the general public, namely:-
- (i) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or a programme of study, and the other terms and conditions of such payment;
 - (ii) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such 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 student;
 - (iii) the number of seats approved in respect of each course or programme of study for the academic year for which admission is proposed to be made;
 - (iv) the conditions of eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or programme of study, where so specified by the institution;
 - (v) the educational qualifications specified by the relevant statutory authority/body, or by the institution, where no such qualifying standards have been specified by any statutory authority;
 - (vi) 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 course or programme of study and the amount of fee to be paid for the admission test;
 - (vii) 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 on regular basis or visiting basis;
 - (viii) the minimum pay and other emoluments payable for each category of teachers and other employees;
 - (ix) information in regard to physical and academic infrastructure and other facilities including hostel accommodation, library, hospital or industry wherein the practice training to be imparted to the students and in particular the facilities accessible by students on being admitted to the institution;
 - (x) broad outline of the syllabus specified by the appropriate statutory body or by institution, as the case may be, for every course or programme of study, including the teaching hours, practical sessions and other assignments;

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- (xi) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution, and, in particular, such discipline relating to prohibition of ragging of any student or students and the consequences thereof and for violating the provisions of any regulation in this behalf made under the University Grants Commission Act, 1956 or other law for the time being in force.

Provided that the institution deemed to be university shall publish information referred to in items (i) to (xi) of this clause on its website, and the attention of the prospective students and the general public shall be drawn to such publication on the website through advertisements displayed prominently in the different newspapers and through other media;

Provided further that the institution deemed to be university may publish prospectus in accordance with this clause at any time before the expiry of sixty days specified under this clause.

- 6.6 Every institution deemed to be university shall fix the price of each printed copy of the prospectus, being not more than reasonable cost of its publication and distribution and no profit be made out of this publication, distribution or sale of prospectus.
- 6.7 No institution deemed to be university shall, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a course or programme of study conducted by it.
- 6.8 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 course or programme of study in any institution deemed to be university.
- 6.9 No institution deemed to be university, who has in its possession or custody, of any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution, shall refuse to return such degree, certificate award or other document with a view to induce or compel such person to pay any fee or fees in respect of any course or programme of study which such person does not intend to pursue or avail any facility in such institution:
- 6.10 In case a student, after having admitted to an institution deemed to be university, for pursuing any course or programme of study in such institution, subsequently withdraws from such institution, no institution in that case shall refuse to refund such percentage of fee deposited by such student and within such time as has been mentioned in the prospectus of such institution.
- 6.11 No institution deemed to be university shall, issue or publish-
 - (a) any advertisement for inducing students for taking admission in the institution, claiming to be recognized by the appropriate statutory authority where it is not so recognized;
 - (b) any information, through advertisement or otherwise in respect of its infrastructure or its academic facilities or of its faculty or standard of instruction or academic or research performance, which the institution, or person authorized to issue such advertisement on behalf of the institution knows to be false or not based on facts or to be misleading.

6.12 On being declared an institution deemed to be university, an institution shall admit students to its approved academic programme, under its enrolment, only from the academic session that follows the Notification issued by the Central Government:

Provided that enrolment of students to the institution, for any reason whatsoever, in anticipation of the declaration as an institution deemed to be university or inclusion of the institution under the ambit of an institution deemed to be university, shall render the application invalid:

Provided further that the students already on the rolls of the institution prior to the date of application for declaration as an institution deemed to be university or its inclusion under the ambit of an institution deemed to be university shall continue to be students, for all purposes, of the affiliating university with whom they have already been enrolled, and shall also be awarded degree only by that affiliating university.”

5. In regulation 7 of the Principal Regulation, for sub-clause 7.5.5 of clause 7.5, the following shall be substituted, namely:-

“7.5.5 In the event of withdrawal of declaration of ‘deemed to be university’ status or dissolution of the Managing Society/Trust/Company of the institution deemed to be university, the Corpus Fund shall stand transferred to the Commission for meeting the liabilities, if any:

Provided that in case of a public funded deemed to university, the Corpus Fund shall be transferred to the Central Government or the State Government, as the case may be.”

6. In regulation 9 of the principal Regulation, for clause 9.1 the following shall be substituted, namely:-

“9.1 An institution seeking declaration as an institution deemed to be University under this category shall provide verifiable evidence and validation by leading experts in the field of being devoted to unique and emerging areas of knowledge not being pursued by conventional/existing institutions – particularly in specific areas of study and research and preferably, sponsored by the Government of a State/UT or the Central Government regarded as important for strategic needs of the country or for the preservation of our cultural heritage, so determined by a well laid out process of consultation with the eminent peers of the academic community. For this purpose, the applicant shall give justification for grant of deemed university status in a specialised area, along with detailed syllabus of the courses and research programmes conducted by it in the emerging areas of knowledge.”

7. In regulation 12 of the principal Regulation, after sub-clause 12.03.8, the following shall be inserted, namely:-

“12.03A An institution deemed to be university shall be allowed to operate a maximum of six off-campus beyond its approved geographical boundaries.”

8. In Regulation 18 of the principal Regulation, the following proviso shall be inserted, namely:-

“Provided that where an institution deemed to be university is conducting programmes in distance education from within its geographical boundaries shall continue to do so only with the approval of the concerned statutory body, and in any case not after expiry of ten years from the commencement of the UGC (Institutions Deemed to be Universities) (Amendments) Regulations, 2014.”

9. In clause 22.2 regulation 22 of the principal Regulation –

(a) for the words ‘shall stand forfeited to the Commission.’, the words ‘shall stand transferred to the Commission.’ shall be substituted;

(b) the following proviso shall be inserted, namely:-

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“Provided that in case of a withdrawal of declaration notifying the institution as a deemed to be university of a public funded deemed to university, the entire movable and immovable properties of the institution deemed to be university shall stand transferred to the Central Government or the State Government, as the case may be.”

10. In Annexure 1 and Annexure 2 of the principal Regulation:-

- (a) for the words ‘Society or as a Trust’, the words ‘Society or Trust’, and the words ‘Society/Trust’, wherever appearing, the words ‘Society/Trust/Company’ shall be substituted.
- (b) For the words ‘Holding Trustee’ and the words ‘sponsoring Society or Trust’, wherever appearing, the words *sponsoring Society/Trust/Company’ shall be substituted.

11. In Annexure I of the principal Regulation, -

- (a) for serial number xv) in clause 4.3 the following shall be substituted, namely:-
“(xv) maximum of two nominees of the sponsoring society/trust/company”
- (b) for sub-clause (xvi) of clause 4.4, the following shall be substituted, namely:-
“(xvi) To transfer or accept transfers of any movable or immovable property on behalf of the institution deemed to be university:”

Provided that the Board of Management shall not transfer or alter ownership in any manner whatsoever of any movable or immovable property of the institution deemed to be university without the approval of the sponsoring Society/Trust/Company.”

12. In Annexure 2 of the principal Regulation,-

- (a) for clause 1.2, the following shall be substituted, namely:-
“1.2 Composition of the Academic Council

The Academic Council shall consist of the following persons, namely:

- 1. Vice-Chancellor..... Chairperson
- 2. Pro Vice-Chancellor
- 3. Dean(s) of Faculties
- 4. Heads of the Departments
- 5. All Professors other than the Heads of the Departments (by rotation of seniority)
- 6. Two Associate Professors from the Departments other than the Heads of the Departments by rotation of seniority
- 7. Two Assistant Professors from the Departments by rotation of seniority
- 8. Three persons from amongst educationists of repute or persons from any other field related to the activities of the Institution deemed to be University who are not in the service of the Institution deemed to be University, nominated by the Vice-Chancellor
- 9. Three persons who are not members of the teaching staff, co-opted by the Academic Council for their specialized knowledge
- 10. The Registrar, who shall be the Secretary of the Academic Council

Note: The representation of different categories shall be only through rotation and not through election. It may also be ensured that no particular faculty dominates the membership of the Council.”

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- (b) For Clause 5.1 the following shall be substituted, namely:-

“There shall be a Selection Committee for making recommendations to the board of Management for appointment to the post of Professors, Associate Professors, Assistant Professors and such other posts as may be prescribed in accordance with the UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010 as amended from time to time.”

- (c) For Clause 5.2 the following shall be substituted, namely:-

“Every Selection Committee shall be constituted in accordance with the UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010 as amended from time to time.”

- (d) For sub-clause (i) of Clause 6.2 the following shall be substituted, namely:-

(i) The Vice-Chancellor shall be a whole-time salaried officer of the Institution deemed to be University and shall be appointed in accordance with the UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010 as amended from time to time:

Provided that in case of a public funded deemed to be university, the Vice Chancellor shall be appointed in accordance with the procedure laid down by the Central Government or the State Government, as the case may be.”

- (e) In Clause 16.0 the words and figures “every 5 year or earlier, if necessary, by a Committee”, the words and figures “every 5 year or earlier if necessary, by a Committee” shall be substituted.

- (f) In Clause 23.0 the following proviso shall be inserted namely:-

“Provided that in case of a public funded deemed to university, such transfer shall be in favour of the Central Government or the State Government, as the case may be.”

Prof. (Dr.) JASPAL S. SANDHU, Secy.

Regulations on Establishment, Maintenance and Recognition of Institutions:
University Grants Commission
(Institutions Deemed to be Universities) (Second Amendments)
Regulations, 2015.

NOTIFICATION

New Delhi, the 1st January, 2015

No.F.6-1(ii)/ 2006(CPP-I/DU). -

[UGC (Institutions Deemed To Be Universities) (Second Amendment) Regulations, 2015]

1. (1) These may be called the UGC (Institutions Deemed to be Universities) (Second Amendments) Regulations, 2015.

(2) They shall come into force from the date of their publication in the Official Gazette.

2. In Annexure 2 of the principal Regulation:-

For Clause 6.2(iii) the following shall be substituted, namely:-

“In case of the office of the Vice-Chancellor becoming vacant due to death, resignation or otherwise and in case of his/her absence due to illness or any other cause, the Pro Vice-Chancellor, and in his/her absence, the senior most Professor shall perform the duties of the Vice-Chancellor until a new Vice-Chancellor is appointed, or the existing vice-Chancellor resumes duties, as the case may be.”

Prof. (Dr.) JASPAL S. SANDHU, Secy.

[ADVT-III/4/Exty./113/14]

**University Grants Commission
(Institutions Deemed to be Universities) Regulations, 2016.**

NOTIFICATION

New Delhi, the 11th July, 2016

F. No. 1-3/2016(CPP-I/DU)

PREAMBLE

To regulate, in an orderly manner, the process of declaration of institutions as deemed to be universities; preventing institutions of dubious quality from being so declared; and, further to maintain quality of higher education imparted by institutions deemed to be universities consistent with the ideals of the concept of a university; the University Grants Commission, in exercise of powers conferred under clauses [f] & [g] of sub-section [1] of Section 26 of the University Grants Commission Act, 1956, hereby, makes the following Regulations namely:-

1.0 SHORT TITLE, APPLICATION AND COMMENCEMENT

- 1.1 These Regulations may be called the UGC [Institutions Deemed to be Universities] Regulations, 2016.
- 1.2 These Regulations shall apply to every institution seeking declaration as an institution deemed to be university under the Act as also, albeit prospectively, to an institution which has been declared as an institution deemed to be university under Section 3 of the UGC Act, 1956.
- 1.3 They shall come into force with effect from the date of their notification in the Official Gazette.
- 1.4 These Regulations shall replace the UGC (Institutions Deemed to be Universities) Regulations, 2010 and its subsequent amendments.

2.0 DEFINITIONS

In these Regulations, unless the context otherwise requires:

- 2.01 “Act” means the University Grants Commission Act, 1956 [Act 3 of 1956].
- 2.02 “Campus” means Campus of the institution deemed to be university at its headquarters, wherein its major facilities, faculty, staff, students and its Academic Departments are located in a city /town /village in India. ‘Off- Campus centre’ means an approved (by the Central Government) centre of the institution deemed to be university beyond its Campus in the country. Headquarters includes all the campuses situated in the same city/town/village.
- 2.03 “Commission” means the University Grants Commission (UGC) constituted under the Act or any other body empowered to regulate an institution deemed to be university under any law for the time being in force.
- 2.04 “Committee of Experts” means a Committee appointed by the Commission consisting of academics, researchers or other experts in the relevant fields of knowledge and notified under these Regulations for such purpose as it may specify; and there may be as many Committees of Experts as the Commission may determine for different purposes.
- 2.05 “Constituent Institution” means an institution operating under the administrative, academic and financial control of the sponsoring body and declared as such under the Notification.

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- 2.06 “Constituent Unit” means those units of the Institution which were existing at the time of submission of proposal to be declared as an Institution Deemed to be University.
- 2.07 “*De-novo* Institution” means an institution with the focus on teaching and research in unique and ‘emerging areas of knowledge’, so determined by peers of the academic community.
- 2.08 “Emerging area of knowledge” in the context of De-Novo Institutions means such areas which are considered desirable and useful but not currently taught in the country.
- 2.08 “Government” means the Central Government, unless the context so specifies.
- 2.10 “Institution” means an institution for higher education engaged in teaching and research at the undergraduate, post-graduate or higher levels.
- 2.11 “Institution deemed to be university” means an institution for higher education so declared, on the recommendation of the Commission, by the Central Government under Section 3 of the Act.
- 2.12 “Necessary Infrastructure” means infrastructure as required under the norms of concerned Statutory Body/Commission.
- 2.13 “Processing Fee” means the charges that have to be paid by the applicant institution to the Commission along with the application for processing such application. This amount shall take into account the expenditure to be incurred by the Commission for processing an application that shall include onsite visits of Expert Committees of the Commission. The Commission shall prescribe the processing fee and revise it from time to time.
- 2.14 “Notification” means a notification issued by the Central Government in the Official Gazette declaring an institution for higher education, as an institution deemed to be university u/s 3 of the Act.
- 2.15 “Sponsoring body” means a body being a charitable or a not-for-profit Society/Trust/Company under Section 8 of Companies Act 2013 making an application for declaring an institution under its administrative, academic and financial control as a deemed to be university.
- 2.16 “Statutory body/authority/council” means a body constituted under any law for the time being in force for determining or maintaining standards of quality in the relevant areas of higher education and bodies known as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), National Council for Teacher Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), or any other such regulatory body established under an Act of Parliament, shall be the Statutory bodies for the purposes of these Regulations.

3.0 OBJECTIVES OF AN INSTITUTION DEEMED TO BE UNIVERSITY

The objectives for which an institution is declared by the Government as an institution deemed to be university shall be:

- 3.1 To provide for higher education leading to excellence and innovations in such branches of knowledge as may be deemed fit primarily at post-graduate and research degree levels fully conforming to the concept of university, namely, University Education Report (1948) and the Report of the Committee on Renovation and Rejuvenation of Higher Education in India (2009) and the Report of the Review Committee for Deemed to be Universities (2009).

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- 3.2 To engage in areas of specialization with proven ability to make distinctive contributions to the objectives of the higher education system.
- 3.3 To provide for high quality teaching and research and for the advancement of knowledge and its dissemination through various research programmes undertaken in-house by full time faculty/research scholars (PhDs and Post Doctoral) in diverse disciplines.
- 3.4 To enable creation of institutions deemed to be university under the 'de novo' category devoted to unique and emerging areas of knowledge, not being pursued by conventional or existing institutions - particularly in specific areas of study and research preferably sponsored by the Government of a State/UT or the Central Government regarded as important for strategic needs of the country or for the preservation of our cultural heritage, so determined by a well laid-out process of wide consultation with eminent peers of academic community.

4.0 ELIGIBILITY CRITERIA FOR AN INSTITUTION TO BE DECLARED AS AN INSTITUTION DEEMED TO BE UNIVERSITY

An institution applying to be declared as an institution deemed to be university shall have to meet the following stipulations:-

(a) Eligibility criteria

- 4.1 Has been accredited with highest grade by NAAC and/or by NBA continuously for two cycles and again gets highest grade in the third cycle continuously (five year cycle). In case of NBA, such accreditation should be for all its eligible courses.

OR

Should have the highest NAAC/NBA category at the time of application, and in the immediately previous NAAC/NBA cycle, and should be in top 20 in any specific category or in top 100 of overall ranking of National Institute Ranking Framework (NIRF) ranking at the time of application and in immediately previous two years. In case of NBA, such accreditation should be for all its eligible courses.

- 4.2 Has demonstrated the characteristics of a university through diverse curricular provisions, contribution to teaching; and, verifiable research output.
- 4.3 Has under graduate and atleast five post graduate departments in existence for 3 years with research programmes.
- 4.4 Shall be engaged in research activity, publications and scholarly works and shall have doctoral/post-doctoral research programmes. The faculty in Humanities, Social Sciences, Languages shall have atleast 10 publications and Faculty of Sciences/Medicine/Engineering shall have at least 15 publications per year in refereed journals listed by UGC and having an impact factor.
- 4.5 Shall have adequate number of full-time fully qualified faculty for teaching and research as per UGC/concerned Statutory Council(s) norms.
- 4.6 Shall possess the necessary infrastructure for quality research and seamless access to modern information resources.
- 4.7 Shall have a proven record of securing merit-based extramural research funding from various public/private agencies.
- 4.8 Shall have a record of extension services and societal engagement.

- 4.9 Each constituent unit included in the original proposal shall have continuous accreditation for two cycles with the highest grade offered and also gets valid highest grade for third cycle, either from National Assessment and Accreditation Council (NAAC) and/or all its eligible courses shall be accredited continuously for two cycles (five year each) with the highest grade offered and also gets highest grade in the third cycle, which is currently valid, by National Board of Accreditation (NBA) or an accreditation agency recognized by the Commission from time to time.
- 4.10 Shall undertake not to offer any programme in the distance mode.
- (b) Conditions
- 4.11 The applicant institutions shall be a not-for-profit organization and shall not be engaged in commercialization of higher education.
- 4.12 The applicant institution shall not have violated any of the provisions of any of the statutes/guidelines of UGC/any Statutory Authority in the period of five years preceding the date of submission of the application seeking status of an institution deemed to be university.

5.0 GOVERNANCE SYSTEM FOR AN INSTITUTION TO BE DECLARED AS AN INSTITUTION DEEMED TO BE UNIVERSITY

An institution to be declared as a deemed to be university shall adhere to the following criteria:

- 5.1 The proposed institution deemed to be university shall be registered as a not-for-profit Society under the Societies Registration Act, 1860 or as a not-for-profit Trust under the Public Trust Act, or as a not-for-profit company under section 8 of the Companies Act, 2013 (hereinafter referred to as the Managing Society/Trust/Company), which shall be owned by a not-for-profit Society registered under the Societies Registration Act, or a not-for-profit Trust registered under the Public Trust Act, or a not-for-profit company registered under section 8 of the Companies Act, 2013 (hereinafter referred to as the Sponsoring Society/Trust/Company), or in case of a Government controlled deemed to be university, by the Government:
- Provided that the members/trustees/promoters of a Managing Society/Trust/Company of a deemed to be a university, not being a Government Controlled deemed to be university, shall not be directly or indirectly connected with the members/trustees/promoters of the sponsoring Society/Trust/Company.
- 5.2 Among the authorities of the deemed to be universities, there shall be a Chancellor who shall be appointed by the sponsoring Society/Trust/Company and shall be a distinguished public figure.
- 5.3 The Sponsoring body of deemed to be universities may also appoint a person as a Pro Chancellor, whose role would be limited to carrying out the tasks assigned to the Chancellor in these Regulations, when the latter is not available for carrying out the same.
- 5.4 The highest governing body of the deemed to be university shall be a Board of Management to be headed by the Vice Chancellor. This body shall consist of a minimum of ten members and a maximum of fifteen members.
- 5.5 The Board of Management of the institution shall be independent of the sponsoring Society/Trust/Company and managing Society/Trust/Company with full autonomy to perform its academic and administrative responsibilities. The number of representative(s)/nominee(s) of the Sponsoring Society/Trust/Company on the Board of Management shall be limited to a maximum of four.

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- 5.6 The Board of Management shall consist of eminent persons capable of contributing to and upholding university ideals and traditions.
- 5.7 There shall be a Board of Management consisting of the following: -
- i) Vice-Chancellor Chairperson.
 - ii) Pro Vice-Chancellor (wherever applicable).
 - iii) Deans of Faculties not exceeding two (by rotation based on seniority).
 - iv) Three eminent academics as nominated by the Chancellor, who shall have worked at the rank of professor and shall neither be from the Institution or the sponsoring body nor be their relatives.
 - v) A representative of Government (respective Central Government Ministry/ respective State Government) who shall be an eminent academic not below the rank of Professor, in case the institutions are controlled and managed by Government or receiving grants more than or equal to 50% of its expenditure (based on average of previous three year account) from the Government directly or through its agencies. In all other Deemed to be Universities, the UGC shall nominate a representative. The UGC will nominate its representative from a panel of names selected through a Search Committee. The Search Committee will be formed as per details & procedure as mentioned in Clause 5.0 of Annexure I of these Regulations for selecting the panel of names.
 - vi) Two teachers (from Professors, Associate Professors) by rotation based on seniority
 - vii) One teacher by rotation of the rank of Assistant Professor.
 - viii) Maximum of four nominees of the sponsoring Society/trust/company
 - ix) The Registrar, who shall be the Secretary

The term of membership of the Board of Management and its powers are as shown in **Annexure 1.**

- 5.8 The Vice Chancellor shall be an eminent academic and shall be appointed in the manner laid down under clause 6.2 in **Annexure 2.**
- 5.9 All other authorities of the deemed to be university shall be as described in **Annexure 2.**
- 5.10 Notwithstanding anything contained in these Regulations, the governance system and management structure of a Government Controlled institution Deemed to be University may be in accordance with the decision of the Central Government or the State Government, as the case may be.

6.0 ADMISSIONS AND FEES STRUCTURE

- 6.1 No institution deemed to be university shall, for admission in respect of any course or programme of study conducted in such institution, accept payment towards admission fee and other fees and charges:-
- (a) which is a capitation fee or donation in whatever nomenclature or form;
 - (b) other than such fee or charges for such admission, which has been declared by it in the prospectus for admission against any such seat, and on the website of the institution,

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Provided if there are any fees prescribed in accordance with the Fee Regulations framed by the Government or by the Commission from time to time, then the fees or other charges for admission shall not exceed the same;

- (c) without a proper receipt in writing issued for such payment to the concerned student admitted in such institution.
- 6.2 (1) No institution deemed to be university shall charge any fee for an admission test other than an amount representing the reasonable cost incurred by it in conducting such test:

Provided further that an institution deemed to be university shall not engage in commercialization of education in any manner whatsoever, and shall provide for equity and access to all deserving students.

- (2) In case an admitted student does not join the institution within 7 days of opening of the Institution, the Institution shall refund:
 - a) In case the student informs of his intention not to join the institution at least 7 days before the start of the academic session, then 100% of the fees collected minus the processing charges, which shall not be more than Rs 10000, or any other amount fixed by UGC. The same shall be refunded within 15 days of receipt of information from the student.
 - b) In case no such information is given by the student but the Institution is able to fill up the seat so vacated, then 100% of the fees collected minus the processing charges, which shall not be more than Rs 10000, or any other amount fixed by UGC. The same shall be refunded within 15 days of request of refund from the student or the expiry of 30 days after opening of academic session, whichever is later.
 - c) In case no such information is given by the student and the Institution is not able to fill up the seat even by the end of 30 days after the opening of academic session, then 50% of the fees collected minus the processing charges, which shall not be more than Rs 10000, or any other amount fixed by UGC. The same shall be refunded within 15 days of request of refund from the student or the expiry of 30 days after opening of academic session, whichever is later.
 - (3) If a student joins the Institution, and then leaves it in mid-session then the entire fees collected shall be forfeited.
- 6.3 Admission of students to an institution deemed to be university, public or private, shall be made in the following manner :
- (i) In case the appropriate statutory authority has specified the process of selection for admission to any course, or programme of study in any institution which includes conducting competitive admission test for ascertaining the competence of any person to pursue such course or programme of study, in that case, no person shall be admitted to such course or programme of study in such institution, except through an admission test conducted by a recognized body or such institution or a group of institutions if such institution or group of institutions have been so authorised by the Central Government or a State Government or any statutory authority.
 - (ii) In case the process of selection for admission to any course or programme of study in any institution including conducting competitive admission test has not been specified under sub-clause (i), in that case, no person shall be eligible

for admission to such course or programme of study in such institution except through inter se merit to be specified in the prospectus of each institution and the inter se merit so arrived at shall be published on the website of the institution, along with the scores attained by all individuals in each of the parameters taken into reckoning for arriving at such inter-se list :

Provided that admission of Non-Resident Indians (NRI)/Persons of Indian Origin (PIO)/Foreign students to institutions deemed to be universities shall be governed by the Guidelines/Regulations framed by the Commission in this behalf from time to time.

6.4 Every institution deemed to be university shall –

- (a) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years;
- (b) exhibit such records on its website; and
- (c) be liable to produce such record, whenever called upon to do so by any statutory authority or by the Government under any law for the time being in force.

6.5 Every institution deemed to be university shall publish, before expiry of sixty days prior to the date of the commencement of admission to any of its courses or programmes of study, a prospectus containing the following for the purposes of informing those persons intending to seek admission to such institution and the general public, namely :-

- (i) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or a programme of study, and the other terms and conditions of such payment;
- (ii) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such 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 student;
- (iii) the number of seats approved in respect of each course or programme of study for the academic year for which admission is proposed to be made;
- (iv) the conditions of eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or programme of study, where so specified by the institution;
- (v) the educational qualifications specified by the relevant statutory authority/body, or by the institution, where no such qualifying standards have been specified by any statutory authority;
- (vi) 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 course or programme of study and the amount of fee to be paid for the admission test;
- (vii) 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 on regular basis or visiting basis;
- (viii) the minimum pay and other emoluments payable for each category of teachers and other employees;
- (ix) the ranking of the Institution under National Institutional Ranking Framework for the last three years (if available)

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- (x) information in regard to physical and academic infrastructure and other facilities including hostel accommodation, library, hospital or industry wherein the practical training to be imparted to the students and in particular the facilities accessible by students on being admitted to the institution;
- (xi) broad outline of the syllabus specified by the appropriate statutory body or by institution, as the case may be, for every course or programme of study, including the teaching hours, practical sessions and other assignments;
- (xii) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution, and, in particular, such discipline relating to prohibition of ragging of any student or students and the consequences thereof and for violating the provisions of any regulation in this behalf made under the University Grants Commission Act, 1956 or any other law for the time being in force.

Provided that the institution deemed to be university shall publish information referred to in items

(i) to (xi) of this clause on its website, and the attention of the prospective students and the general public shall be drawn to such publication on the website through advertisements displayed prominently in the different newspapers and through other media;

Provided further that the institution deemed to be university may publish prospectus in accordance with this clause at any time before the expiry of sixty days specified under this clause.

- 6.6 Every institution deemed to be university shall fix the price of each printed copy of the prospectus, being not more than reasonable cost of its publication and distribution and no profit be made out of this publication, distribution or sale of prospectus.
- 6.7 No institution deemed to be university shall, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a course or programme of study conducted by it.
- 6.8 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 course or programme of study in any institution deemed to be university.
- 6.9 No institution deemed to be university, who has in its possession or custody, of any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution, shall refuse to return such degree, certificate award or other document with a view to induce or compel such person to pay any fee or fees in respect of any course or programme of study which such person does not intend to pursue or avail any facility in such institution.
- 6.10 In case a student, after having admitted to an institution deemed to be university, for pursuing any course or programme of study in such institution, subsequently withdraws from such institution, no institution in that case shall refuse to refund such percentage of fee deposited by such student and within such time as has been mentioned in the prospectus of such institution.

- 6.11 No institution deemed to be university shall, issue or publish-
- (a) any advertisement for inducing students for taking admission in the institution, claiming to be recognized by the appropriate statutory authority where it is not so recognized; or
 - (b) any information, through advertisement or otherwise in respect of its infrastructure or its academic facilities or of its faculty or standard of instruction or academic or research performance, which the institution, or person authorized to issue such advertisement on behalf of the institution knows to be false or not based on facts or to be misleading.
- 6.12 On being declared an institution deemed to be university, an institution shall admit students to its approved academic programme, under its enrolment, only from the academic session that follows the Notification issued by the Central Government:
- Provided that enrolment of students to the institution, for any reason whatsoever, in anticipation of the declaration as an institution deemed to be university or inclusion of the institution under the ambit of an institution deemed to be university, shall render the application invalid:
- Provided further that the students already on the rolls of the institution prior to the date of application for declaration as an institution deemed to be university or its inclusion under the ambit of an institution deemed to be university shall continue to be students, for all purposes, of the affiliating university with whom they have already been enrolled, and shall also be awarded degree only by that affiliating university.

7.0 INFRASTRUCTURE AND OTHER FACILITIES

- 7.1 It shall have the necessary financial and infrastructural viability for administering and maintaining the institution as an institution deemed to be university and the management capable of contributing to the university ideals and traditions and enhancing the quality of teaching, research and extension activities.
- 7.2 It shall have the following minimum infrastructure and other facilities:
- 7.2.1 Land and Buildings:-
- i) Administrative Building of at least 1,000 sq. meters.
 - ii) Academic Building, including library, lecture theatres and laboratories, of at least 15,000 sq. meters, of which the central library alone being of about 2000 sq. meters.
 - iii) Some residential accommodation for teachers, guest house and hostel accommodation for students shall be in existence at the time of applying for declaration as an institution deemed to be university. Hostel accommodation shall be gradually increased to at least 25% of the students within 3 years of existence of institution deemed to be university. The floor area for hostel facilities shall be 10 sq. mts. per student proposed to reside.
Provided that if the Institution is proposed to be set up in metropolitan area/urban area and if the proposed Institution has space constraints, the hostel facilities for students and residential facilities for academic and non-academic staff can be established at a place within 5 km radius from the main campus.
 - iv) The minimum requirement for open space shall be 40% of the total area of the Institution.

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- v) The minimum area for playground having multi sports facilities shall be 25,000 sq. mts.
- vi) The Institution shall have adequate health care facility within the campus for students, faculties, staff or any other members.
- vii) The Institute shall have barrier free approach and appropriate safety measures (fire fighting, etc.).
- viii) Equipment, Books, Journals and other infrastructural facilities:
Equipment, Books and Journals of the institution shall be commensurate with the size and activities of the institution and shall satisfy the requirements of the Statutory/Regulatory body concerned. The institution shall also have Broadband Connectivity of appropriate level in order to cater to the needs of self-learning/virtual experiments/hands on techniques as well as provide electronic access to journals, books and other learning materials.
- ix) In case of multi-disciplinary Institution, the aggregate land requirement shall be the sum of the land area prescribed by various Statutory Councils for all courses. In case the institution is engaged in conducting professional programmes of study, the prevailing norms and standards of the respective Statutory Body for building infrastructure shall be applicable, in addition to the above.
- x) The infrastructure requirement shall be evaluated taking into consideration the future expansion proposed in the application along with requirement of land for hostel and allied facilities for the student. The infrastructure requirement shall be ensured before starting new courses/programme/department/school/centre in the existing campus.

7.3 Academic Programmes

7.3.1

- i) Academic program shall offer sufficient scope for interdisciplinary learning and research
- ii) Delivery of program shall be based on innovative teaching and learning process and evaluation system
- ii) Shall be supported by adequate qualified faculty as per the norms of UGC/ concerned Statutory Council(s).

7.3.2 It shall have under graduate and at least five postgraduate academic Departments in existence for at least 3 years with every Department having in position a minimum permanent faculty of one Professor, two Associate Professors and four Assistant Professors for general courses and in case of courses in other disciplines such as Engineering & Technology, Medicine, Dental, Nursing, Pharmacy, Physiotherapy etc. the faculty shall be as per the norms and guidelines of the respective Statutory Council having the qualifications and pay scales prescribed by the Commission/ respective Statutory Council together with the necessary supporting technical and ministerial staff as per the norms and standards laid down by the respective Statutory body.

Provided that for the first three years after notification as a deemed university, instead of a Professor, the Institution may appoint an Associate Professor or Assistant Professor, keeping the overall number of faculty as a minimum of seven per Department.

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- 7.3.3 It shall have counselling facilities for weaker students and for students with different abilities and special teaching learning assistance programmes for such students.
- 7.4 Financial Viability:
The financial viability of the institution shall be verifiable by the audited statements of accounts of the institution for the previous five years immediately preceding the date of application for declaration as deemed to be university
- 7.5 Corpus Fund:
- 7.5.1 In the case of Institutions not maintained or financed by the Government, the following Corpus Fund shall be created and maintained permanently in the name of the proposed institution deemed to be university by way of irrevocable Government Securities or other forms approved by the Commission:
- For institutions conducting professional programmes, such as Engineering & Technology, Medicine – Rs. 15.00 crore
 - For institutions conducting programmes, such as Management, Law, Education – Rs.8.00 crore
 - For institutions conducting other programmes – Rs.7.00 crore
 - For institutions conducting both professional and other programmes – Rs. 18.00 crore
 - For institutions under *de novo* category – Rs. 40 crore
- 7.5.2 The Corpus fund shall not be liquidated without prior permission of the Commission
- 7.5.3 The Commission shall have the power to direct any upward revision of the Corpus Fund from time to time. The extent of corpus fund shall be reviewed by the Commission every five years and any upward revision so ordered shall not exceed the rate of inflation (measured through Wholesale Price Index) for that period.
- 7.5.4 The interest accrued on the Corpus Fund may be used only for the purpose of development of the institution deemed to be university.
- 7.5.5 In the event of withdrawal of declaration of ‘deemed to be university’ status or dissolution of the Managing Society/Trust/Company of the institution deemed to be university, the Corpus Fund shall stand transferred to the Commission for meeting the liabilities, if any :
Provided that in case of a public funded deemed to university, the Corpus Fund shall be transferred to the Central Government or the State Government, as the case may be.
- 7.5.6 The provisions related to corpus fund shall be applicable only to those deemed universities which come into existence after notification of the UGC (Institutions Deemed to be Universities) Regulations, 2010. However, in the case of Government Controlled institutions, the commitment of the State/UT or the Central Government to fund them continuously shall be considered as sufficient.
- 7.6 All movable and immovable properties of the institution or institutions that form the integral part of the proposed institution deemed to be university shall remain legally vested in the name of the institution in the manner as recognized under the Transfer of Property Act, 1882 or any other law which may be in force. The land and other assets

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of the Institution shall be transferred legally by the sponsoring Trust/Society/Company to the institution deemed to be university within one year of the declaration of the Institution as Deemed to be University. The sponsoring Trust/Society/Company shall give an undertaking alongwith the application to the effect that the land and other assets shall be transferred legally to the Institution Deemed to be University within one year of the notification declaring the Institute as Deemed to be University. However, in case the immovable property has been acquired by the institution by way of lease, the lease shall be perpetual in nature and initially for at least 30 years which shall be extended further.

Provided that if such transfer of property does not take place within the one year period then the provisional status of deemed university shall be withdrawn by the Government.

- 7.7 The income and property of the institution, howsoever derived, shall be utilized only for the promotion of the objectives of the institution including its growth and development. No portion of the income/property of the institution shall be paid or transferred, directly or indirectly by way of profit, to the persons who were/are members of the institution, provided that nothing herein contained shall prevent the payment in good faith or remuneration to any member thereof or to any other person in return for any service rendered to the institution or for travelling, halting and other similar charges, and all such expenditure shall be appropriately reflected in the accounts of the institution, maintained for the purpose.

8.0 PROCEDURE FOR BEING DECLARED AS AN INSTITUTION DEEMED TO BE A UNIVERSITY

- 8.01 The institution fulfilling the minimum eligibility criteria as laid down in these Regulations for considering proposals for declaration as an institution deemed to be a university may send its application in duplicate in the prescribed Proforma to the Secretary, Ministry of Human Resource Development, Department of Higher Education, Government of India. The application shall also be submitted online on UGC website. Processing fees for each application shall be paid to the Commission by way of a Demand Draft drawn in favour of The Secretary, University Grants Commission, Bahadurshah Zafar Marg New Delhi 110002.
- 8.02 It shall submit a certificate as also an undertaking along with its application to the effect that the professional programmes already being conducted by it, if any, have the approval of the relevant Statutory/Regulatory bodies like AICTE, MCI, DCI, NCTE, BCI, INC, etc., along with a duly attested copy of the letter of approval granted to it by such bodies. In addition, each application shall be accompanied by an essentiality certificate from the State Government concerned, wherever necessary.
- 8.03 It shall also submit, along with its application, a certificate from the affiliating university/affiliating universities, as the case may be, to the effect that the students already admitted in the institution or institutions that is/are to become integral part of the proposed institution deemed to be University institution enrolled under the said affiliating university/affiliating universities shall continue to be the students of that university for all purposes under the existing terms and conditions till they complete the relevant academic programmes.
- 8.04 The Ministry of Human Resource Development after preliminary scrutiny of the proposal, may return/reject or forward the application to the Commission for its advice, normally, within 30 days of the receipt of application.

- 8.05 The Commission shall make a preliminary scrutiny of the application submitted by the institution and, if necessary, write to the institution pointing out the lacuna(e), if any, and call, normally within 60 days for receipt of reference from Government, for clarification/additional information/requisite documents. As far as possible, such clarification/additional information/requisite documents shall be asked at the first instance itself and not in a piecemeal manner. If information is not received as asked for, then UGC would be liberty to recommend rejection of the application without taking further steps laid down in these Regulations. The Commission shall also write to the State/UT Government concerned to elicit the latter's views on the application.
- 8.06 The Commission shall examine the application with the help of an Expert Committee constituted by Chairman UGC from a standing panel of names approved by the Commission. The Committee of Experts shall not include any sitting member of the Commission. The Expert Committee so constituted shall have one member as representative of the concerned Statutory Council(s), who may have the authorization to remit the advice.
- 8.07 The Expert Committee shall, *inter alia*,
- scrutinize and examine the application in detail;
 - visit the Institution, hold discussions with its major stake holders and make on the spot assessment of its academic viability to function as an institution adhering to the concept and ideals of a university as enunciated in these Regulations;
 - ascertain the academic and research excellence based on available records;
 - give specific information on matters like performance of students who have graduated, research scholars registered for PhD, sponsored research projects completed and on-going, research publications in indexed journals, faculty having PhD, etc., for the past five years;
 - verify its records to ascertain its financial viability; and
 - submit a report to the Commission to enable it to advise the Government appropriately, normally within three months of the matter being referred to it.
- 8.07.1 The visit of the Expert Committee to the Institution shall be video recorded and uploaded on the website of the UGC within 24 hours of the visit being completed.
- 8.08 The report of the Expert Committee shall be examined by the Commission along with the views of the State/UT Government, if any, and the Statutory/Regulatory body concerned and thereafter, the Commission shall submit its advice to the Ministry of Human Resource Development for the Ministry's consideration, normally within forty five days of receipt of the report of the Expert Committee. The report of the Statutory body to the Commission shall indicate not merely the fulfilment of minimum requirements for the institution's performance as a college, but shall include its assessment of the achievements of the institution in high standards of education and research as well as its capability to promote innovation and excellence commensurate with the status as a university in contrast to a conventional professional college. The report of the statutory body shall also indicate the minimum necessary requirement for its courses/programmes as issued from time to time.
- 8.09 The advice of the Commission shall state the reasons for advising the Central Government to declare the institution as an institution deemed to be university or otherwise, along with the number and names of institutions to be part of the institution deemed to be university.

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- 8.10 The Commission, in its final recommendations to the Central Government, shall apprise the Government regarding submission of necessary documents related to transfer of moveable and immovable assets in the name of the proposed institution deemed to be university and other conditions, if any.
- 8.11 Each State/UT Government shall formulate a transparent policy for giving its views under article 8.05 and shall send their considered comments, in the proforma prescribed by the Commission, within 60 days, to the Commission and the Central Government, with a copy to the institution concerned. In case no such comments are received by the Commission within 60 days of the issue of the letter, it shall be presumed that the State/UT Government have no comments to offer on the application.
- 8.11.1 The State/UT Government recommending the proposal would have to indicate its willingness to safeguard the interest of the students admitted to the proposed deemed to be university in the event it ceases to exist as such, for any reason whatsoever.
- 8.12 Having been satisfied that the institution fulfills all the requirements as laid down in these Regulations the Central Government may, normally within 60 days of receipt of the report of the Commission, issue a notification under Section 3 of the Act, declaring such institution as an institution deemed to be university. This declaration would initially be made for a period of five years. Confirmation of the declaration of the 'deemed to be university' would be based on a review of the institution deemed to be university's compliance and the institution's satisfactory performance with the provisions of these Regulations.
- 8.13 If on the advice of the Commission, the Central Government comes to the conclusion that the institution does not qualify to be declared as a institution deemed to be university, it may inform the institution accordingly stating reasons there for.
- 8.13.1 In case the Government disagrees with the recommendation of the Commission, the Government shall provide reasons in writing and its decision shall be final.
- 8.14 The decision not to declare an institution as an institution deemed to be university shall be considered for review not before one year from the date of the earlier decision only on a specific request for review made by the institution concerned to the Central Government. Institutions may request the Central Government for such a review only after having rectified the deficiencies based on which the Central Government had rejected its earlier application/proposal.
- 8.15 The Central Government may refer the matter to the Commission for the latter's advice.
- 8.16 The Commission shall then initiate the process of review, in the manner prescribed in this Regulation as per articles 8.05 through 8.07 above, for scrutiny and evaluation of the revised application by constituting a new Expert Committee. This Committee shall be at least of the same size as the previous one that had recommended rejection earlier, with no expert member from the previous Committee as its member.
- 8.17 The decision taken on such a 'review' shall not be reconsidered or reviewed further. It is however permissible for the applicant institution to re-apply seeking declaration as an institution deemed to be university after a gap of not less than two years from the date on which the decision of the Government on the 'review' was communicated to the institution concerned.

8.18 The Commission shall post information about the status of each application on a monthly basis on its website. Further, the Commission shall submit an annual report to the Central Government giving a progress report on the fulfillment of the conditions stipulated in the notifications issued by the Central Government in this regard.

9.0 INSTITUTION DEEMED TO BE UNIVERSITY UNDER THE *de novo* CATEGORY

9.1 An institution seeking declaration as an institution deemed to be University under this category shall provide verifiable evidence and validation by leading experts in the field of being devoted to unique and emerging areas of knowledge not being pursued by existing institutions – particularly in specific areas of study and research. Institutions sponsored by the Central/State/UT Government shall be given preference provided they address to the strategic needs of the country, engage in preservation of cultural heritage, so determined by a well laid out process of consultation with the eminent peers of the academic community. Government owned institutions in areas specified under specific Government policy or under budget announcement shall also be given preference. For this purpose, the applicant shall give justification for grant of deemed university status in a specialised area, along with detailed syllabi of the courses and research programmes conducted/to be conducted by it in the emerging areas of knowledge.

9.1.1 *De novo* institutions desiring to expand their activities and enter into related/complementary areas shall do so after its declaration as an institution deemed to be university is confirmed by the Government following a review at the end of five years of the institution's existence as an institution deemed to be university. Such institutions shall have to seek prior permission of the Central Government, which shall cause the Commission to subject such institutions to a rigorous peer review before according such permission.

9.1.2 *De-novo* Institutions shall be exempted from the eligibility criteria as stipulated under Clauses 4.1, 4.2, 4.3, 4.4, 4.5, 4.6 4.7, 4.8 and 4.9 of these Regulations.

Provided that the Institution should include in their perspective plan the time frame for achieving the parameters mentioned in Clauses 4.1 to 4.9, which shall be put on the website of the institution.

Provided further that the Institution should be satisfying the parameters under Clauses 4.3, 4.5 and 4.6 on the day of notification declaring it as deemed university.

9.1.3 Applicant Institution under *de-novo* category shall submit a perspective plan/ Strategic vision for 15 years and an Action Plan and implementation Plan for next five years. The application shall also be submitted online on UGC website.

9.2 On receipt of an application from an institution seeking declaration as an institution deemed to be university under the *de novo* category, the Government shall reject/return or forward the same to the Commission normally within 30 days for advice. On receipt of such reference, the Commission shall follow the procedures laid down in Clause 8 of the Regulations. However, before proceeding to the stage of the process as laid down in Clause 8, the Commission shall examine the application with the help of an Expert Committee with members in the relevant discipline, who shall be nominated by the Chairman, UGC. The Committee shall also include a representative from the relevant Statutory Council, if required. The applicant institution shall also make a presentation before the Expert Committee. The Committee shall make a recommendation whether or not it is an institution in emerging areas of knowledge and whether or not the institution can be considered under the *de- novo* category before deciding on a visit

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to the institution by another Expert Committee of the Commission to be constituted by the Chairman, UGC. The Commission shall examine the recommendations of the Committee and send its advice to Government, normally within 45 days, of the report of the Committee.

- 9.3 On receipt of advice, the Central Government may follow the procedure in Clause 8 and, after being satisfied that the institution fulfills the requirements as laid down in these Regulations, may issue a notification, normally within 60 days of receipt of the report of the Commission, declaring the institution provisionally as an institution deemed to be university under the *de novo* category.

The fact that the Institution has a provisional status should be mentioned by the Institution on its website, as well by the Commission on its website, and its admission prospectus.

- 9.4 The Central Government may, on the advice of the Commission, confirm the declaration of an institution deemed to be university made under the *de novo* category, by way of a notification, after completion of five years of the institution as such. The Commission shall render its advice for this purpose on the basis of performance reports of Expert Committee(s) appointed by the Chairman of the Commission from the panel of names approved by the commission to review the institution concerned twice, once at the end of two years and, again, before the end of five years. If the Central Government comes to the conclusion that the institution does not qualify to be declared as an institution deemed to be university, it may inform such institution accordingly stating reasons there for.

9.5 **Procedure for declaration of a new (yet to be established) Institution as Deemed to be University under *de-novo* category:-**

9.5.1 The applicant shall submit the application in the form of a Detailed Project Report (DPR)/Action Plan/Strategic Vision Plan and Implementation Plan the Ministry of Human Resource Development along with the prescribed processing fee. The application shall also be submitted online on UGC website.

9.5.2 The Ministry of Human Resource Development shall, normally within 30 days of the receipt of application, either reject or return the application to the applicant or forward the Detailed Project Report (DPR)/Action Plan/Strategic Vision Plan and Implementation Plan to the UGC for advice on feasibility of the proposal.

9.5.3 The Commission shall examine the application with the help of an Expert Committee with members in the relevant discipline, who shall be nominated by the Chairman, UGC. The Committee shall also include a representative from the relevant Statutory Council, if required. The applicant institution shall also make a presentation before the Expert Committee. The Committee shall make a recommendation, normally within two months of the matter being referred to it, whether or not it is an institution in emerging areas of knowledge and whether or not the institution can be considered under the *de-novo* category for issue of Letter of Intent (LoI).

9.5.4 Simultaneously, the UGC would address to the State Government, where the Institute is proposed to be located, asking for its no objection.

9.5.5 The Commission shall submit, normally within 30 days of receipt, the report of the UGC Expert Committee alongwith its advice on the proposal to the Ministry of Human Resource Development.

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- 9.5.6 The Ministry of Human Resource Development shall issue, normally within 60 days of receipt of advice of the Commission, a Letter of Intent (LoI), or otherwise.
- 9.5.7. The applicant Society/Trust/Company will set up the Institution and indicate its readiness for commencing academic operations, as per the plan within 3 years of issue of the LoI.
- 9.5.8 Once the indication for readiness for commencing academic operations is received in the Ministry of Human Resource Development, the Ministry shall ask, normally within 30 days of receipt of such indication, the Commission to submit its advice after following the procedure elaborated in these Regulations.
- 9.5.9 The Ministry of Human Resource Development shall take the final decision on the proposal as per the provisions of these Regulations.
- 9.5.10 In case of an existing institution apply for Deemed to be University status under de-novo category but not having the infrastructure required under these Regulations, such institution may apply to the Ministry of Human Resource Development as per the procedure at Regulations 9.5.1 to 9.5.8.

10.0 FUNDING

Institutions which are declared as institutions deemed to be universities shall continue to receive the funds for their maintenance and developmental expenditure, including the salary and non-salary increases in expenditure and the future expansion, from the same funding sources which have been funding them prior to such declaration. Such Institutions may also supplement their finances. However, Government as per its policy can withdraw the funds being given.

11.0 MAINTENANCE OF STANDARDS

- 11.1 An institution deemed to be university shall maintain standards, higher than the minimum, of instruction, academic and physical infrastructure, qualifications of teachers, etc. as prescribed for college level institutions by the Commission or by the Statutory/Regulatory body concerned, such as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), National Council for Teachers Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), etc. and shall obtain their approval for running various programmes of study, wherever applicable. This shall be periodically monitored by the duly constituted Committee (s) of the Commission.
- 11.2 There shall be a mandatory intensive external review of every deemed to be university once in every five years based on the criteria prescribed by the Commission from time to time.
- Provided that if an institution has been in the highest NAAC/NBA (for all eligible courses) grade for two continuous cycles, the review can be done by the Institution itself through external peer review mechanism.
- 11.3 The Institution shall give a regulatory compliance certificate every year in the format prescribed by UGC every year, which shall also be displayed on the subject to approval of the Government.
- 11.4 In case there have been found to be persistent or serious complaints being received against an institution, the UGC can order an inquiry against the institution, after taking approval of the Government, and take further action based on the result of the inquiry.
- Provided that Government also can suo moto ask UGC to initiate an inquiry in such cases of malfeasance, cheating, serious student/staff/faculty complaints, etc.

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- 11.5 The Institution shall provide to the Government, or to the agencies designated by it, all required details regarding the Institution for the All India Survey of Higher Education or for posting of specified details on the Know Your College Portal of the Government or for any other study approved by the Government.
- 11.6 The Institution shall participate in the National Institutional Ranking Framework every year and publish the same on its website prominently.
- 11.7 The Institution shall ensure that degrees/diplomas/certificates/awards are given to the passing out students within 180 days of completion of their academic programme.
- 12.0 NEW COURSES/PROGRAMMES/, DEPARTMENTS/SCHOOL/CENTRE, OFF-CAMPUS CENTRES AND OFF-SHORE CAMPUSES**
- 12.1 An institution deemed to be university shall normally operate within its own main Campus as is declared by the Central Government in the notification and conduct approved programmes of study falling within the area of its specialization.
- 12.2 If an institution deemed to be university, accredited by NAAC with highest grade or all eligible courses accredited with the highest grade of NBA, wishes to start new Course/Programme/Department/School/Centre in its existing campus/off-campus in areas and disciplines that form a part of its existing academic framework, it may do so in such allied fields. The new course/programme/Department/School shall be started after the approval of the respective authorities of the Deemed to be University and the concerned Statutory Council(s), wherever required, and after creating all the necessary infrastructure and other facilities as per the norms of concerned statutory council(s). Institution Deemed to be University shall inform the Commission about starting of a new course/programme/department/school/centre in its existing campus/off-campus within one month of the grant of approval by the competent authorities of the Deemed to be University and concerned Statutory Council(s).
- In all other cases, prior approval of Commission shall be required to start/establish a new course/programme/Department /school/centre, which shall be given within 60 days of the application made to it.
- 12.3 An institution deemed to be university may be allowed to operate beyond its approved geographical boundaries and start Off-Campus(es)/off-shore campus(es) under the following conditions:
- 12.3.1 It has been in existence as an institution deemed to be university for a minimum period of five years;
- 12.3.2 It has been conducting post-graduate programmes and research;
- 12.3.3 It has earned a reputation for excellent and innovative teaching, which, inter alia, includes practicing academic and examination reforms like introducing modular structure, continuous internal evaluation, etc. and for meaningful and purposeful research and extension activities;
- 12.3.4 It has a good track record of conforming to the relevant Regulations/norms of the Commission and other Statutory/Regulatory bodies regarding minimum standards of instruction, qualification of faculty, merit-based admission of students on an all India basis and reasonable fee structure;
- 12.3.5 It has obtained prior approval of the Statutory/Regulatory body to start the new course/department/programme/school/centre, wherever applicable, and undertakes to comply with all the requirements of the said body;

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Provided if the Statutory/Regulatory body requires a No Objection Certificate from the Commission before giving its approval, the same shall be given by the Commission within 30 days of receipt of such request.

12.3.6 It has a currently valid accreditation from National Accreditation and Assessment Council (NAAC) with the highest grade offered;

12.3.7 It has adequate financial resources for starting the proposed off-Campus Centre/off-shore campus;

12.3.8 It has not entered into any franchise agreement, either overtly or covertly, with any other organization for establishing and running the off-Campus Centre/off-shore Campus of the institution deemed to be university;

12.3.9 Land, Infrastructure, faculty and other facilities at the off-campus centre(s) shall satisfy the requirements of the Statutory/Regulatory Council(s) concerned. The following shall be the minimum requirement in the off- campus centre:-

- i) Administrative Building of at least 500 sq. meters.
- ii) Academic Building, including library, lecture theatres and laboratories, of at least 5,000 sq. meters.
- iii) Some residential accommodation for teachers and hostel accommodations for students. The floor area for hostel facilities shall be 10 sq. meters per student proposed to reside.
- iv) Other central facilities including sports facilities for faculty, students and non-teaching staff.
- v) The Institute shall have barrier free approach and appropriate safety measures (fire fighting, etc.).
- vi) The Institution shall have adequate health care facility within the campus for students, faculties, staff or any other members.
- vii) The infrastructure requirement shall be evaluated taking into consideration the future expansion proposed in the application along with requirement of land for hostel and allied facilities for the student. The infrastructure requirement shall be ensure before starting new courses/programme/department/school/centre in the off-campus.

The assets shall be legally registered in the name of the Institution Deemed to be University. However, in case the immovable property has been acquired by the Deemed to be University by way of lease, the lease shall be perpetual in nature and initially for at least 30 years which shall be extended further;

12.3 An institution deemed to be university shall be allowed to open an off-campus not before five years of getting a deemed university status and shall be allowed to create not more than two off-campus in any period of five years beyond its approved geographical boundaries.

Provided that the above restriction with regard to the number of off-campus in a period of five years shall not apply to the Institutions Deemed to be Universities that are established and managed by the Government.

Provided further that approval for next set of off-campus would be given only if the Institution Deemed to be University and the off-campus approved earlier also have valid highest grade of accreditation from NAAC/NBA (all eligible courses).

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Provided further that those units which were notified by the Government as Constituent Units at the time of first notification shall not be treated as off-campus. Campuses (whether off-campus or other) in the same city/town/village shall be treated as one off-campus/campus.

- 12.4 An off-Campus Centre campus shall be established by an institution deemed to be university with the prior approval of the Central Government, on the recommendation of the Commission. The Central Government shall also consider the views of the State/UT Government concerned where the off-Campus Centre is proposed to be established.

- 12.5 An off-shore Campus of an institution deemed to be university shall be established with the prior permission of the Central Government, on the recommendation of the Commission:

Provided that such off-shore campus shall be proposed only five years after the Institution has attained a deemed University status.

Provided that there is No Objection from the Ministry of External Affairs and Ministry of Home Affairs. Provided that the country, where such off-shore Campus is proposed to be established, requires grant of approval by it for such establishment, then the application to the Central Government for permission shall be made along with the approval granted by that country:

Provided further that if the country where such off-shore Campus is proposed to be established requires prior concurrence of the Government of India for the approval, referred to the above proviso, of that country to be granted, then the Central Government, on the recommendation of the UGC, may give a 'No Objection' to the proposal but such 'No Objection' shall not be construed as permission of the Central Government to the institution deemed to be university to establish an off-shore Campus. Such an institution deemed to be university shall also submit an undertaking that it shall comply with all laws, norms or standards prescribed by that country where the off-shore Campus is proposed to be established.

Provided further that the Institution Deemed to be University shall maintain the standards at the off-shore campus as similar to that at its main campus.

- 12.6.1 An institution deemed to be university intending to start a new off-Campus Centre/off-shore campus and, if it has already created infrastructure and other facilities including appointment of faculty, then, it shall apply to the Government in the prescribed proforma, in duplicate, at least six months prior to the proposed date of starting the Centre in hard copies as well as online on the UGC website. The Government after preliminary scrutiny of application shall, within 60 days of receipt, reject/return or forward the proposal to the Commission for its advice.

- 12.6.2 In case, the institution proposes to establish an off-campus and has not yet created its infrastructure, then it should submit a detailed proposal (in duplicate) including details of proposed infrastructure, funds, land, financial viability, etc. to the Government in hard copies as well as online on the UGC website. The Government would, after preliminary scrutiny of the application, shall, within 60 days of receipt, reject/return or forward the proposal to the Commission for its advice.

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- 12.7.1 In case of application made under Clause 12.06.1, the Commission shall undertake a spot visit /verification of the proposed off-Campus(es) to verify the infrastructure facilities, programmes, faculty, financial viability, etc. before sending its advice to the Central Government. The Commission should follow the procedure laid down in Clause 8.05, 8.06, 8.07, 8.07.1, 8.08, 8.09 and 8.10.
- 12.7.2 In case of application made under Clause 12.06.2, the Commission shall follow the procedure given in 9.5.3 to 9.5.5 and MHRD shall issue LOI, or otherwise. On getting of LOI, the procedure as mentioned in 9.5.7 to 9.5.9 shall be followed.
- 12.8 In case such permission is not granted, the institution deemed to be university may re-apply for such permission, but not before two years from the date of rejection of its earlier application.
- 12.9 The off-Campus Centre/off-shore campus shall be directly administered by the parent institution deemed to be university in all the academic, administrative and financial matters.
- 12.10 The new Department/off-Campus Centre/off-shore campus shall offer only those programmes of study which are approved by the appropriate authorities of the institution deemed to be university and the statutory/regulatory body concerned such as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), Pharmacy Council of India (PCI), National Council for Teachers Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), etc. wherever applicable. In case of any new or existing institution of higher learning proposed to be brought under the ambit as a constituent institution of any existing institution deemed to be university, only those students who were admitted in such institutions on a date subsequent to the date of notification of the declaration under Section 3 of the UGC Act 1956 in regard to bringing the institution under the ambit of the existing institution deemed to be university, shall be eligible for being examined by the institution deemed to be university and therefore, for the award of degree or any other qualification by the institution deemed to be university on successful completion of their respective courses or programmes of study.
- 12.11 The over-all performance of an off-Campus Centre Campus/off-shore campus shall be monitored by the Commission biennially for six years and subsequently after five years and whose directions on management, academic development and improvement shall be binding on the Campus.
- 12.12 In the case of an off-shore Campus, the remittances of funds from/to the main Campus shall be governed by the Reserve Bank of India rules.
- 12.13 If the functioning of the Campus/off-Campus Centre of an institution deemed to be university does not meet the standards stipulated by the Commission and remains unsatisfactory for two consecutive reviews, as assessed by the Commission, the institution deemed to be university may be instructed by the Central Government, on the advice of the Commission, to close down the off-Campus Centre/Campus concerned. The Commission may initiate action against erring institutions deemed to be universities even on the basis of complaints received against such Centres/ Campuses. In the interest of the students, the Commission may allow the Centre/ Campus to function till the last batch of students enrolled therein, as on the date of such instruction, passes out. The institution deemed to be university shall take appropriate

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steps to safeguard the interests of the faculty/staff at the Centre/Campus. In the event of closure of the Centre/Campus, the assets and liabilities thereof shall revert to the institution deemed to be university.

12.14 The Ministry of Human Resource Development may give an 'in-principle No Objection' to the institution deemed to be university for establishing an off-Campus Centre/off-shore campus, wherever required by the Statutory Councils. The Institution deemed to be university shall apply to the Ministry of Human Resource Development for the 'in-principle No Objection'. The Ministry shall forward, normally within thirty days of receipt, the request to the Commission for its advice. The Commission, after satisfying itself about the viability of the proposal, shall forward, normally within 60 days of receipt of Ministry's letter, its advice to the Ministry of Human Resource Development for issuance of 'in-principle No Objection'. Such 'No Objection' shall not be construed as permission of the Ministry of Human Resource Development to the institution deemed to be university to establish an off-Campus Centre/off-shore campus. In all such cases, formal proposal(s) shall be examined by the Commission under these Regulations. The institution deemed to be universities shall not admit student(s) to its course(s) in such off-Campus Centre(s)/off-shore campus before the permission is granted by the Ministry of Human Resource Development to such proposal(s).

12.15 The Institution Deemed to be University shall mention the name with location of campus/off campus /constituent unit/Constituent institution on degree/diploma/certificate/any other award given to the student.

13.0 INCLUSION OF OTHER INSTITUTIONS UNDER THE AMBIT OF INSTITUTION DEEMED TO BE UNIVERSITY

13.01 An institution deemed to be university may apply, in the proforma prescribed by the Commission, for inclusion of institutions existing under the same management as its constituent institution after confirmation of its declaration as an institution deemed to be university, as mentioned under article 8.12. The application shall also be submitted online on UGC website.

13.02 All institutions deemed to be universities shall necessarily comply with the conditions that the Commission may insist upon in this regard from time to time, to prevent franchising of education.

13.03 If an institution existing under the same management is affiliated to a university, it shall be included in the ambit of the institution deemed to be university only on its disaffiliation from the affiliating university. The affiliating university shall also give its consent to the effect that the students of that particular institution(s) who have already been enrolled under it, shall continue to pursue their courses under its affiliation for all purposes and that it shall also award degrees to these students upon successful completion of the courses they are presently pursuing at such institution(s).

13.04 Such institution shall have accreditation with the highest grade offered, which is currently valid, either from National Assessment and Accreditation Council (NAAC) or all its eligible courses shall be accredited with the highest grade offered, which is currently valid, by National Board of Accreditation (NBA) or an accreditation agency recognized by the Commission from time to time.

13.05 An institution deemed to be university intending to bring an institution within its ambit as its constituent institution shall submit a proposal, in duplicate, in the proforma prescribed by the Commission, to the Secretary, Ministry of Human Resource Development

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(Department of Higher Education) Government of India, subject to the said institution fulfilling the eligibility criteria and other relevant conditions stipulated under these Regulations. The application shall also be submitted online on UGC website.

- 13.06 The Ministry of Human Resource Development, Government of India shall return/reject or refer the proposal to the Commission for advice normally within 30 days of receipt of the proposal.
- 13.07 The Commission shall then adopt the procedure described under articles 8.05 to 8.07 to examine the proposal so received by it.
- 13.08 The Commission shall verify all the relevant factors and aspects through its Expert Committee before making a suitable recommendation to the Ministry of Human Resource Development, Government of India.
- 13.09 The inspection report as well as the recommendation of the Expert Committee along with the opinion/comments of the Statutory/Regulatory body concerned and the views, if any, of the State Government concerned shall be examined by the Commission as per procedure before making recommendation to the Ministry of Human Resource Development, Government of India.
- 13.10 If rejected, the Central Government shall inform the institution, accordingly.
- 13.11 After taking the relevant steps of the procedure prescribed in article 8, the Central Government shall notify the inclusion of the institution under the ambit of the institution deemed to be university on being satisfied that institution deemed to be university has:
 - a) earned a reputation for excellent and innovative teaching, for meaningful and purposeful research, for practicing academic and examination reforms like modular structure, continuous internal evaluation, etc. and for extension activities; and
 - b) a good track record of conforming to the relevant Regulations/norms of the Commission and the Statutory/Regulatory body concerned regarding minimum standards of instruction, qualifications of teachers, merit-based admission of students on an all India basis and reasonable fee structure.
- 13.12 On an institution coming under the ambit of the institution deemed to be university, the institution deemed to be university shall award degrees only to the students enrolled in the institution after the institution concerned disaffiliates itself from the affiliating university. The students enrolled in such an institution prior to its inclusion under the ambit of the institution deemed to be university, shall, receive their degrees from the university to which the institution was affiliated at the time of their enrolment.
- 13.13 Once an institution comes under the ambit of an institution deemed to be university, it shall be at par with an off-Campus of the institution deemed to be university, and all articles of these Regulations relating to off-Campus Centres of institutions deemed to be universities shall be applicable to it.

Provided that if the institution under the ambit is located in the city where the headquarters of the Institution Deemed to be University is located, the institution would be treated as part of the main campus. If it is located in some other city/town/village, it would be treated as an off-campus centre.
- 13.14 The entire movable and immovable property as well as the existing manpower of the institution and its records (except those pertaining to the students who had already registered till they pass out of the Institution) shall be transferred to the institution deemed to be university before the notification.

13.15 If an institution, not being under the same registered Society/Trust/Company, is desirous of coming under the ambit of an institution deemed to be university, it shall apply to the Society/Trust/Company and become a part of the Society/Trust, as per procedure of Societies Registration Act or Trust Act, as the case may be. Thereafter, the Society/Trust/Company shall follow these Regulations to bring it under the ambit of the institution deemed to be university.

13.16 If the application of an institution deemed to be university for bringing an institution under its ambit is rejected for any reason whatsoever, the institution deemed to be university shall be eligible to re-apply, but not before two years from the date of the rejection of its earlier such application.

14.0 JOINT PROGRAMMES

14.1 An institution deemed to be university may conduct joint academic programme(s) with other Universities/institutions deemed to be universities in India and abroad with the prior approval of the Commission. The proposed joint programme(s) shall conform to the Acts and Rules of the Commission that shall apply to such programmes from time to time.

Provided that no such permission shall be required in case the Institution goes for collaboration with industry or for research purposes.

14.2 There shall be sufficient safeguards so as to protect the interests of students enrolled in such programmes.

14.3 The joint programmes shall be subjected to mandatory assessment and accreditation.

15.0 INSTITUTION DEEMED TO BE UNIVERSITY OPEN TO ALL

15.1 Admission and employment in an institution deemed to be university shall be open to all citizens of India regardless of race, religion, caste or creed and the area/place of residence in India.

15.2 All policies and procedures, as applicable to the university level institutions of public and privately funded institutions respectively, shall apply to the appropriate category of institutions deemed to be universities.

16.0 INSTITUTION DEEMED TO BE UNIVERSITY TO BE UNITARY

Once an institution is declared as “institution deemed to be university”, it shall be Unitary in nature and shall not affiliate any other institution.

17.0 RESERVATION POLICY

The institution deemed to be university shall implement the reservation policy in admissions and recruitment, in accordance with any Act of Parliament for the time being in force.

18.0 DISTANCE EDUCATION

Institutions Deemed to be Universities declared after the notifications of the UGC (Institutions Deemed to be Universities) Regulations, 2010 shall not be allowed to offer courses in the open and distance learning mode.

Provided that the Institutions Deemed to be Universities which are already offering programmes through open and distance learning mode, with the approval of UGC, shall be permitted to continue such programmes subject to further approval by the UGC.

19.0 MEETINGS OF UNIVERSITY AUTHORITIES

The institution deemed to be university shall conduct meetings of all its authorities/bodies, like Board of Management, Academic Council, etc. at regular intervals as per the Regulations and the minutes of each such meeting shall be displayed in the website of the institution.

20.0 USE OF THE WORD ‘UNIVERSITY’

An Institution deemed to be University shall not use the word ‘University’ suffixed to its name but may mention the words “deemed to be university” within parenthesis suffixed thereto.

21.0 PROHIBITION OF USE OF CERTAIN WORDS IN NOMENCLATURE

Educational institutions established and controlled by the Central Government alone may prefix the words, “Indian/National Institute” (either in English or in vernacular) with their respective names. All other institutions are barred from prefixing the words “Indian/National/International Institute” (either in English or in vernacular) with their respective names.

22.0 CONSEQUENCES OF VIOLATION OF REGULATIONS

22.1 The Central Government/Commission shall have the right to cause an inspection of the institution deemed to be university, its buildings, laboratories, its examinations, teaching and other work conducted or done by the institution deemed to be university, and to cause an enquiry to be made, if considered necessary by the Central Government/UGC, in respect of any matter of the institution deemed to be university.

22.2 After conducting an inspection of the institution deemed to be university by the Commission on its own or on the basis of any other authentic information or report received from any other reliable source(s) and after considering the explanation submitted by the institution deemed to be university, if the Commission is satisfied that the institution deemed to be university has violated any of the provisions of these Regulations or any directives issued by the Commission, the Commission may direct the concerned institution deemed to be university not to admit new students for the period to be decided by the Commission or reduce the number of students to be admitted for the period to be decided by the Commission and in case of deliberate continuous violation of these Regulations, may advise the Central Government for withdrawal of the declaration notifying the institution as an institution deemed to be university. In the event of such withdrawal of the declaration, the transfer of the entire movable and immovable properties of the institution deemed to be university shall be governed by the Society/Trust /Company Act under which the Institution Deemed to be University is registered. For first violation, the withdrawal may be restricted to one academic session which can be extended up to five academic sessions for repeated violations. However, for serious and deliberate violation, the status of deemed to be university shall be withdrawn permanently.

Provided that in case of a withdrawal of declaration notifying the institution as a deemed to be university of a public funded deemed to university, the entire movable and immovable properties of the institution deemed to be university shall stand transferred to the Central Government/State Government/UT Government, as the case may be.

Provided further that the above provisions are not to the exclusion of the provision of any punishment given under Section 24 of the University Grants Commission, 1956.

If on the winding up or dissolution of the institution deemed to be university there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall be governed by the above provisions.

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- 22.3 In the event of the withdrawal of the deemed university status, action shall be simultaneously initiated to protect the interests of the students according to such precedents and practices as applicable or determined for the specific situation.
- 22.4 If an institution deemed to be university wishes to withdraw itself or its constituents from the status of 'institution deemed to be university', it may do so with the prior permission of the Central Government. Such withdrawal shall take effect only after the last batch of students then enrolled, passes out of the institution deemed to be university.

23.0 CONSIDERATION OF OLD PROPOSALS

All proposals (whether seeking declaration as an institution deemed to be university or seeking approval for establishing off-Campus Centres/off-shore Campus(es) or inclusion of other institutions in the ambit of the institution deemed to be university), which are either pending/in process in the Commission or have been received by the Central Government, shall be governed by these Regulations.

Provided if an institution has submitted its proposal to Government before 20th May 2016, and desires so in writing, its application would be processed under the UGC (Institutions Deemed to be Universities) Regulations, 2010. However, it would have to give an undertaking to become compliant with UGC (Institutions Deemed to be Universities) Regulations, 2016 within two years of the notification, failing which the deemed university status would be withdrawn by the Government and he would have to apply afresh under these Regulations.

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1. Every institution seeking to be declared as an institution deemed to be university under Section 3 of the UGC Act shall be registered as a Society/Trust/Company in the name and style of the proposed institution deemed to be university.
2. Each such institution shall indicate, unambiguously, the following:
 - i) Name: The name of the Society/Trust/Company, along with the name of the proposed institution deemed to be university.
 - ii) Office: The registered office of the Society/Trust/Company; the official address of institution.
 - iii) Objectives: The objectives of the proposed institution deemed to be university shall be clearly enunciated. The objectives shall be well-defined and well known to the students, teachers and non-teaching staff of the proposed institution deemed to be university.
 - iv) The objectives as set forth above shall be regarded in law to be charitable in nature.
3. Programmes of the institution deemed to be university:
 - 3.1 In keeping with objectives, the institution shall spell out the following:
 - (i) The proposed programmes of study and research and facilities to provide for instruction in such branches of study as the institution deems appropriate for the advancement of learning and dissemination of knowledge;
 - (ii) The nature of Degrees and Diplomas and/or Certificates to persons who have satisfactorily completed the approved programmes of study and/or research and the scheme prescribed for examination and evaluation.
 - (iii) Details of other academic schemes such as visitor-ship, fellowship, prizes, and medals.
4. Management of the Institution:
 - 4.1 The names, addresses, and occupation of the members of the first Board of Management to whom the management of the institution is entrusted till the various authorities are constituted in accordance with the Rules, shall be furnished at the time of application along with their letter of consent.
 - 4.2 The Board of Management shall be a compact and homogeneous body enabling it to promptly take and implement well considered decisions and to effectively handle crisis situations.
 - 4.3 The Board of Management shall be as per clause 5.7 of the Regulations. The term of membership of the Board of Management and its powers shall be as follows:
 - 4.3.1 All the members of the Board of Management other than the ex-officio members and the members of the teaching staff shall hold office for a term of three years and shall be eligible for reappointment.
 - 4.3.2 Members of teaching staff in the Board of Management shall hold office for a period of 2 years or till such time as they continue to be members of the teaching staff, whichever is earlier.

4.4 Powers of the Board of Management:

The Board of Management shall be the principal organ of Management and principal executive body of the institution deemed to be university and shall have the following powers, namely:

- i) To establish, on the advice of the Academic Council, Divisions and Departments for the academic work and functions of the institution deemed to be University and to allocate areas of study, teaching and research to them;
- ii) To create teaching and academic posts, to determine the number, cadres and qualifications thereof as approved by the Commission, and statutory body concerned and the emoluments of such posts in consultation with the Finance Committee;
- iii) To appoint such Professors, Associate Professors, Assistant Professors and other academic staff as may be necessary on the recommendation of the Selection Committee;
- iv) To lay down the duties and conditions of service of the Professors, Associate Professors and Assistant Professors and other academic staff of the institution deemed to be university in consultation with the Academic Council;
- v) To provide for appointment of Visiting fellows and Visiting Professors;
- vi) To create administrative, ministerial and other necessary posts in terms of the cadres laid down and to make appointment thereof in consultation with the Finance Committee;
- vii) To constitute, for the benefit of the teaching, academic, technical, administrative and other staff, such pension, insurance, provident fund and gratuity as it may deem fit and aid in the establishment and support of Association, Institutions, Funds, Trusts and conveyances calculated to benefit the staff and the students of the Institution deemed to be University;
- viii) To regulate and enforce discipline among the employees of the institution deemed to be university and to take appropriate disciplinary action, wherever necessary;
- ix) To entertain and adjudicate upon and, if thought fit, to redress any grievances of the employees and students of the institution deemed to be university;
- x) To grant leave of absence to the Vice-Chancellor and to make necessary arrangements for carrying on his/her functions during the period of absence;
- xi) To approve the award of Degrees and diplomas based on the results of examinations and tests and to confer, grant or award Degrees, Diplomas, Certificates and other academic titles and distinctions;
- xii) To fix the emoluments and travelling and other allowances of examiners, moderators, tabulators and such other personnel appointed for examinations in consultation with the Academic Council and the Finance Committee;
- xiii) To institute Fellowships, including Travel Fellowships, Scholarships, Studentships, Medals and Prizes in accordance with the Rules to be framed for the purpose;
- xiv) To advise the Society/Trust/Company (if any) on matters regarding acquisition, management and disposal of any immovable property on behalf of the institution deemed to be university;
- xv) To purchase, take on lease or accept as gift or otherwise any land or buildings or works which may be necessary or convenient for the purpose of the institution deemed to be university, on such terms and conditions as it may deem fit and proper, and to construct or alter and maintain any such building(s) or work(s);

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- xvi) To transfer or accept transfers of any movable property on behalf of the institution deemed to be university;
- Provided that the Board of Management shall not transfer or alter ownership in any manner whatsoever of any movable or immovable property of the institution deemed to be university without the approval of the sponsoring Society/Trust/Company.
- xvii) To execute in consultation with the Society/Trust/Company (if any) conveyance, transfer Government Securities, re-conveyances, mortgages, leases, bonds, licenses and agreements in respect of property, movable or immovable, belonging to the institution deemed to be university or to be acquired for the purposes of the institution deemed to be university;
- xviii) To issue appeals for funds for carrying out the objectives of the institution deemed to be university and, consistent with the provisions of the objectives, to receive grants, donations, contributions, gifts, prizes, scholarship, fees and other moneys, to give grants and donations, to award prizes, scholarships, etc.;
- xix) To raise and borrow in consultation with the Society/Trust/Company (if any) money on bonds, mortgages, promissory notes or other obligations or securities founded or based on any of the properties and assets of the institution deemed to be university, or without any securities, upon such terms and conditions as it may think fit and to pay out of the funds of the institution deemed to be university, all expenses incidental to the raising of money and to repay and redeem the money borrowed;
- xx) To draw and accept and make and endorse discount and negotiate Government of India's and other promissory notes, bills of exchange, cheques or other negotiable instruments;
- xxi) To maintain a fund to which shall be credited:
 - (a) all moneys provided by the Central or State/UT Government(s) /University Grants Commission;
 - (b) all fees and other charges received by the institution deemed to be university;
 - (c) all money received by the institution deemed to be university as grants, gifts, donations, benefactions, bequest or transfers and
 - (d) all money received by the institution deemed to be university in any other manner or from any other source;
- xxii) To open account or accounts of the institution deemed to be university with anyone or more scheduled banks and to lay down the procedure for operating the same;
- xxiii) To deposit all moneys credited to the funds in scheduled banks or to invest them in consultation with the Finance Committee;
- xxiv) To invest the funds of the institution deemed to be university or money entrusted to the institution deemed to be university in or upon such securities and in such manner as it may deem fit and from time to time transpose any investment;
- xxv) To maintain proper accounts and other relevant records and prepare Annual Statements of Accounts, including the balance sheet for every previous financial year, in such form as may be prescribed by the Regulations/Bye-Laws;

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- xxvi) To manage, regulate and administer the revenue, the finance, accounts, investments, properties, business and all other administrative affairs of the institution deemed to be university and for that purpose to appoint such agent or agents as it may deem fit;
- xxvii) To provide building or buildings, premises, furniture, fittings, equipments, appliances and other facilities required for carrying on the work of the institution deemed to be university;
- xxviii) To establish, maintain and manage residencies for faculty and staff and hostels for the students of the institution deemed to be university;
- xxix) To recognize and maintain control and supervision on hostels owned and managed by other agencies for the students of the institution deemed to be university and to rescind such recognition;
- xxx) To appoint such committees for such purpose and with such powers as the Board of Management may think fit and to co-opt such persons on these Committees as it thinks fit;
- xxxi) To appoint in order to execute an instrument or transact any business of the institution deemed to be university, any person as attorney of the institution deemed to be university with such powers as it may deem fit;
- xxxii) To appoint Auditor(s) for the ensuing year;
- xxxiii) To select an emblem and to have a common seal for the institution deemed to be university and to provide for the custody and use of such seal;
- xxxiv) To delegate all or any of its powers to any Committee or sub- Committee constituted by it or the Vice-Chancellor of the institution deemed to be university or any other person;
- xxxv) To conduct all administrative affairs of the institution deemed to be university not otherwise specifically provided for;
- xxxvi) To take all necessary decisions for the smooth and efficient functioning of the institution deemed to be university.

4.5 Meetings of the Board of Management:

- (i) The Board of Management shall meet at least four times a year. Not less than 15 days' notice shall be given of a meeting of the Board of Management. Eight (8) members shall make the quorum for a Board of Management meeting.
- (ii) Every meeting of the Board of Management shall be presided over by its Chairman and in his/her absence, by a member chosen by the members present, from amongst themselves.
- (iii) Each member of the Board of Management, including its Chairman, shall have one vote and decisions at the meetings of the Board shall be taken by simple majority. In case of a tie, the Chairman shall have a casting vote.
- (iv) Any business which it may be necessary for the Board of Management to perform may be carried out by circulating appropriate resolution thereon among its members and any resolution so circulated and approved by a simple majority shall be as effective and binding as if such resolution had been passed at the meeting of the Board.
- (v) A copy of the proceedings of each meeting shall be furnished to the Chancellor of the institution deemed to be university as soon as possible after the meeting.

4.6 Termination of Membership:

If a member other than the Vice-Chancellor, and those representing the teachers, accepts a full time appointment in the Institution deemed to be University or does not attend three consecutive meetings of the Board of Management, without proper leave of absence, he/she shall cease to be a member of the Board of Management.

4.7 Constitution of Standing Committee and Ad-hoc Committee by the Board of Management:

4.7.1 Subject to the provision of the Rules of the Institution deemed to be University, the Board of Management may, by a resolution, constitute such Standing Committee or Ad hoc Committee or Committees for such purposes and with such powers as the Board may think fit for discharging any function of the institution deemed to be university or for inquiring into, reporting and advising upon any matter of the Institution deemed to be University.

4.7.2 The Board of Management may co-opt such persons on the Standing Committees or Ad-hoc Committees, as it may consider suitable.

4.8 Delegation of Powers of the Board of Management:

The Board of Management may, by a resolution, delegate to the Vice Chancellor or any other officer of the institution deemed to be university of the Standing Committee or the Ad-hoc Committee such of its powers as it may deem fit subject to the condition that the action taken by the Vice Chancellor or the officer concerned or the Standing Committee or the Ad-hoc Committee concerned in the exercise of the powers so delegated shall be reported at the next meeting of the Board of Management.

5. Constitution of Panel:

- (i) For constituting panel of names for nominating a UGC representative in the Board of Management under clause 5.7 and in Finance Committee under clause 3.1 (Annexure-2) of the Regulations, a Search Committee shall be constituted by the UGC with the prior approval of the Central Government. Such Search Committee shall be formed every two years.
- (ii) The Government while constituting the Search Committee shall lay down the eligibility criteria of qualification, experience, age, etc. separately for member to be in Board of Management and in Finance Committee on the recommendation of UGC.
- (iii) The Search Committee shall select a panel of names equal to two times the number of Institutions in which UGC has to give nominee, separately for Board of Management and Finance Committee. The validity of panel of names shall be for two years but the same can be extended with the approval of Central government, if Search Committee fails to meet in two years.
- (iv) A person cannot be nominated in more than two Committees either in Board of Management or in Finance Committee.
- (v) UGC shall select its representative in Finance Committee or Board of Management from the existing approved panel of names provided that such representative should not be associated with the Deemed to be University concerned in any other Committee(s) or in other capacity such as faculty, administrative post, etc. in the last five years.
- (vi) Panel of names for Board of Management and Finance Committee shall be displayed on the website of Commission along with the details of nomination in the committee.

UNIVERSITY GRANTS COMMISSION NEW DELHI**Other Authorities of the institution deemed to be university**

The following shall be the other authorities of the institution deemed to be university:

1. Academic Council
2. Planning and Monitoring Board
3. Finance Committee
4. Board of Studies
5. Such other authorities as may be declared by the Rules to be authorities of the institution deemed to be university

1. Academic Council (AC):

- 1.1 The Academic Council shall be the principal academic body of the institution deemed to be university and shall, subject to the provision of the Rules, have the control over and be responsible for the maintenance of standards of teaching, research and training, approval of syllabus, co-ordination of research activities, examinations and tests within the institution deemed to be university and shall exercise such powers and perform such other duties and functions as may be prescribed or conferred upon it by the Rules of the institution.

1.2 Composition of the Academic Council:

The Academic Council shall consist of the following persons, namely:

1. Vice Chancellor Chairperson
2. Pro Vice-Chancellor (if any)
3. Dean(s) of Faculties
4. Heads of the Departments
5. All Professors other than the Heads of the Departments.
6. Two Associate Professors from the Departments other than the Heads of the Departments by rotation of seniority
7. Two Assistant Professors from the Departments by rotation of seniority
8. Three persons from amongst educationists of repute or persons from any other field related to the activities of the Institution deemed to be University who are not in the service of the Institution deemed to be University, nominated by the Vice-Chancellor
9. Three persons who are not members of the teaching staff, co-opted by the Academic Council for their specialized knowledge
10. The Registrar, who shall be the Secretary of the Academic Council

Note: The representation of different categories shall be only through rotation and not through election. It may also be ensured that no particular faculty dominates the membership of the Council.

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1.3 Term of Membership:

The term of members other than the *ex-officio* members shall be two years.

1.4 Powers and Functions of the Academic Council:

The Academic Council shall have the following powers and duties, namely

- i. To consider matters of academic interest either on its own initiative or at the instance of the Board of Management or those proposed by the departments/faculties and to take proper action thereon;
- ii. To exercise general supervision over the academic work of the institution deemed to be university and to give direction regarding methods of instruction, evaluation, and improvements in academic standards;
- iii. To promote research within the institution deemed to be university, acquire reports on such researches from time to time;
- iv. To prescribe courses of study leading to degrees and diplomas of the institution deemed to be university;
- v. To make arrangements for the conduct of examinations in conformity with the Bye-Laws;
- vi. To appoint examiners, moderators, tabulators and such other personnel for different examinations;
- vii. To maintain proper standards of the examinations;
- viii. To recognize diplomas and degrees of universities and other Institutions and to determine equivalence with the diplomas and degrees of the institutions deemed to be university;
- ix. To suggest measures for departmental co-ordination;
- x. To make recommendations to the Board of Management on:
 - a) measures for improvement of standards of teaching research and training;
 - b) institution of Fellowships, Travel Fellowships, Scholarships, Medals, Prizes etc.;
 - c) to recommend to the Board of Management, the establishment or abolition of departments/centres; and
 - d) To frame rules covering the academic functioning of the institution deemed to be university, admissions, examinations, award of fellowships and studentships, free-ships, concessions, attendance, discipline, residence etc.
- xi. To appoint sub-committees to advise on such specific matters as may be referred to it by the Board of Management;
- xii. To consider the recommendations of the sub-committees and to take such action as the circumstances of each case may require;
- xiii. To take periodical review of the activities of the Departments/Centres and to take appropriate action with a view to maintaining and improving standards of instruction;
- xiv. To recommend institution of teaching posts (Professors, Associate Professors and Assistant Professors) to the Board of Management; and
- xv. To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Rules.

1.5 Meeting of the Academic Council:

- i. The Academic Council shall meet as often as may be necessary but not less than three times during an academic year. Not less than 15 days' notice shall be given of a meeting of the Academic Council.
- ii. One third of the total number of members of the Academic Council shall constitute the quorum for the meeting of the Academic Council.
- iii. Each member, including its Chairman, shall have one vote and decisions at the meetings of the Academic Council shall be taken by simple majority. In case of a tie, the Chairman shall have a casting vote.
- iv. Any business which it may be necessary for the Academic Council to perform, except such as may be placed before its meeting, may be carried out by circulation of the resolution among all its members and the resolution so circulated and approved by a simple majority shall be effective and binding as if such resolution had been passed in the meeting of the Academic Council, provided that at least one half of the total number of the members of the Academic Council have recorded their views on the resolution.

2.0 Planning & Monitoring Board:

- 2.1 The Planning & Monitoring Board shall be the principal Planning Body of the institution deemed to be university and shall be responsible for the monitoring of the development programmes of the Institution deemed to be University.
- 2.2 The Vice-Chancellor shall be the Chairman of the Planning & Monitoring Board. The Registrar shall be its Secretary. It may include seven internal members and three outside eminent experts, including one nominee of the UGC.
- 2.3 The constitution, powers and functions of the Planning & Monitoring Board shall be prescribed by the Rules.
- 2.4 The Planning & Monitoring Board would have the right to advise the Board of Management and the Academic Council on any matter which it considers necessary for the fulfilment of the objectives of the institutions deemed to be university.
- 2.5 The recommendations of the Planning & Monitoring Board shall be placed before the Board of Management for consideration and approval. Proposals relating to the academic matters may be processed through the Academic Council.

3.0 Finance Committee (FC)

3.1 Composition of the Finance Committee:

The Finance Committee shall consist of the following members:

1. Vice Chancellor – Chairperson.
2. Pro Vice-Chancellor.
3. A person nominated by the Society/Trust/Company.
4. Two nominees of the Board of Management, one of whom shall be a member of the Board.
5. A representative of Central Government (respective Ministry) not below the rank of Under Secretary to the Government of India, in case the institutions are controlled and managed by Central Government or receiving grants more than or equal to 50% of its expenditure (based on average of previous three year account) from the Central Government directly or through its Agencies. In all other Deemed to be Universities the UGC shall nominate

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a representative. The UGC will nominate its representative from a panel of names selected through a Search Committee. The Search Committee will be formed as per details & procedure as mentioned in Clause 5.0 of Annexure I for selecting the panel of names.

6. A representative of the State Government, in case the institution deemed to be university is receiving grants from the State Government.

7. Finance Officer- Secretary.

3.2 Terms of Office of the Finance Committee:

All members of the Finance Committee other than ex-officio members shall hold office for a term of three years.

3.3 Powers and Functions of the Finance Committee:

- (i) To consider the annual accounts and financial estimates of the institution deemed to be university and submit them to the Board of the Management for approval;
- (ii) To consider and recommend the annual budget and revised estimates to the Board of Management;
- (iii) To fix limits of the total recurring expenditure and the total non-recurring expenditure of the year based on the income and resources of the institution deemed to be university.

***Note:** No expenditure other than that provided in the budget shall be incurred by the institution deemed to be university without the approval of the Finance Committee.*

3.5 Meetings of the Finance Committee:

The Finance Committee shall meet at least twice a year to examine the accounts and to scrutinize proposals for expenditure. Five members shall constitute the quorum for the meeting.

4.0 Board of Studies:

4.1 There shall be one Board of Studies for each Department of the institution deemed to be university.

4.2 The Board of Studies of each faculty/Department shall consist of:

1. Dean of faculty/Head of the Department - Chairperson
2. All Professors of the faculty/Department
3. Two Associate Professors of the faculty/Department by rotation of seniority
4. Two Assistant Professors of the faculty/Department by rotation of seniority
5. Not more than 2 persons to be co-opted for their expert knowledge including those belonging to the profession or industry concerned

4.3 The powers and functions of the Board of Studies shall be prescribed by the Rules of the Institution deemed to be University.

5.0 Selection Committee:

5.1 There shall be a Selection Committee for making recommendations to the board of Management for appointment to the post of Professors, Associate Professors, Assistant Professors and such other posts as may be prescribed in accordance with the UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010 as amended from time to time.

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5.2 Every Selection Committee shall be constituted in accordance with the UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010 as amended from time to time.

5.3 Meetings of the Selection Committee:

- (a) The meetings of the Selection Committees shall be convened by the Chairman of the Selection Committee as and when necessary.
- (b) Four members of the Selection Committee shall consisting of at least two experts shall form the quorum.
- (c) If the Board of Management is unable to accept the recommendations of the Selection Committee, it shall record its reasons thereof and require an appropriate review by a high power committee.

6.0 Officers of the institution deemed to be university

The following shall be the officers of the institution deemed to be university:

- a) Chancellor
- b) Pro Chancellor
- c) Vice-Chancellor
- d) Pro Vice-Chancellor
- e) Registrar
- f) Finance Officer
- g) Controller of Examinations
- h) Dean of Faculties
- i) Head of Department
- j) Such other officers as may be prescribed in the Rules of the institution deemed to be university.

6.1 Chancellor & Pro Chancellor:

6.1.1 Chancellor: The institution deemed to be university shall have a Chancellor who shall, when present, preside over the convocations of the institution deemed to be university but shall not be the Chief Executive Officer. The Chancellor, who will be appointed by the sponsoring Society/Trust/Company, shall hold office for a period of 5 years and shall be eligible for one more term.

Where power is conferred upon the Chancellor to nominate persons to authorities, he/she shall, to the extent necessary, nominate persons to represent the various interests for the furtherance of the objectives of the institutions deemed to be university.

6.1.2 Pro Chancellor: The Sponsoring body of the Institution deemed to be University may also appoint a person as a Pro Chancellor, whose role would be limited to carrying out the tasks assigned to the Chancellor in these Regulations, when the latter is not available for carrying out the same. The Pro Chancellor, if so appointed, shall hold office for a period co-terminus to that of the Chancellor and shall be eligible to hold the post for maximum two terms.

Expl: If a person holds the post for a term less than five years, then also it shall be treated as a term for this purpose.

6.2 Vice-Chancellor:

“(i) The Vice-Chancellor shall be a whole time salaried officer of Institution Deemed to be University and shall be appointed by the Visitor/Chancellor from a panel of three names suggested by a Search-cum-Selection Committee.

Persons of the highest level of competence, integrity, morals and institutional commitment shall be appointed as Vice-Chancellors. The Vice-Chancellor to be appointed shall be a distinguished academician, with a minimum of ten years of experience as Professor in a University system or ten years of experience in an equivalent position in a reputed research and/or academic administrative organization.

The procedure/composition of Search-cum-Selection-Committee (SCSC) for selection of Vice-Chancellor shall be as under:

- I. In case, where Management Control of an Institution Deemed to be University is with the Central Government or the State Government, the Vice-Chancellor shall be appointed in accordance with the procedure laid down by the Central Government or the State Government, as the case may be.
- II. In case, where the funding to the Institution Deemed to be University by the Government or by its Agencies is more than or equal to 50% of its expenditure (based on average of previous three year account) the composition of Search-cum-Selection-Committee shall be as under:
 - a) A nominee of Chancellor
 - b) A nominee of the Central Government; who shall be an eminent academic nominated by the Government in consultation with UGC
 - c) A nominee of Board of Management
- III. In case, where funding is less than 50% of its expenditure, the composition of Search-cum-Selection Committee shall be as under:
 - a) A nominee of the Visitor/Chancellor, who shall be the Chairperson of the Committee
 - b) A nominee of the Chairman, University Grants Commission
 - c) A nominee of the Syndicate/Executive Council/Board of Management of the Institution Deemed to be University
 - (ii) The Vice-Chancellor shall hold office for a term of 5 years. He shall be eligible for a second term, provided that in no case shall he hold office beyond the age of 70 years.

Provided that notwithstanding the expiry of the period of 5 years, he/she may continue in office for not more than six months or till his/her successor is appointed and the latter assumes office, whichever, is earlier.
 - (iii) In case of the office of the Vice-Chancellor becoming vacant due to death, resignation or otherwise and in case of his/her absence due to illness or any other cause, the Pro Vice-Chancellor, and in his/her absence, the Senior most Professor shall perform the duties of the Vice-Chancellor until a new Vice-Chancellor is appointed, or the existing Vice-Chancellor resumes duties, as the case may be.
 - (iv) The Vice-Chancellor shall not be a member of the sponsoring or managing Society/Trust/Company and/or a close relative of the President or members of the sponsoring or managing society/trust/company.

6.3 Powers of the Vice-Chancellor:

- i) The Vice-Chancellor shall be the Principal Executive Officer of the institution deemed to be university and shall exercise general supervision and control over the affairs of the institution deemed to be university and shall be mainly responsible for implementation of the decisions of all the authorities of the Institution deemed to be University.
- ii) The Vice-Chancellor shall be the Ex-officio Chairman of the Board of Management, the Academic Council, the Finance Committee, the Planning & Monitoring Board and Selection Committees.
- iii) The Vice-Chancellor shall have the power to convene or cause to be convened meeting of the various authorities of the institution deemed to be university.
- iv) The Vice-Chancellor may, if he/she is of the opinion that immediate action is called for on any matter, he/she shall exercise any power conferred upon any authority of the institution deemed to be university under its Regulations and Rules, and take such action or proceed to take such action and shall report to the authority concerned on the action taken by him/her on such matters.

Provided that if the authority concerned as mentioned in clause (ii) above is of the opinion that such action ought not to have been taken, it may refer the matter to the Chancellor whose decision thereon shall be final.

Provided further that if any person in the service of the institution deemed to be university is aggrieved by the action taken by the Vice-Chancellor under the said clause, he/she shall have the right to appeal against such decision to the Board of Management within 30 days from the date on which such action is communicated to him/her and thereupon the Board of Management shall call the meeting in a subsequent meeting and may confirm, modify or reverse the action taken by the Vice-Chancellor.

- v) It shall be the duty of the Vice-Chancellor to ensure that Regulations and Rules of the institution deemed to be university are duly observed and implemented; and, he/she shall have all the necessary powers in this regard.
- vi) All powers relating to the proper maintenance and discipline of the institution deemed to be university shall be vested in the Vice-Chancellor.
- vii) The Vice-Chancellor shall have the power to re-delegate some of his powers to any of his/her subordinate officers with the concurrence and approval of the Board of Management.
- viii) The Vice-Chancellor shall exercise all other powers as may be delegated to him/her by the Board of Management.
- ix) The Vice-Chancellor shall exercise such other powers and perform such other functions as may be prescribed by the Regulations, Rules and Bye-Laws.

6.4 Removal of Vice-Chancellor:

If the Vice-Chancellor of the Institution Deemed to be University does not have the qualification as required under these Regulations and also UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010 as amended from time to time or not appointed as per the procedure stipulated in these Regulations or has committed any financial/administrative impropriety, the

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Vice-Chancellor can be removed on the recommendations of an Enquiry Committee constituted by the Chairman UGC, after due process. The Commission based on the report of enquiry committee will give direction to the Visitor/Chancellor to remove the Vice-Chancellor. However, in case of Government controlled Institutions, the Commission will send its advice regarding removal of Vice-Chancellor to respective Ministries in Government of India/State Government/UT Government.

6.5 Pro Vice-Chancellor:

- (i) The post of the Pro Vice-Chancellor may be created with the approval of the Board of management and the Central Government.
- (ii) The Pro Vice-Chancellor shall be appointed by the Board of Management on the recommendation of the Vice-Chancellor.
- (iii) The Pro Vice-Chancellor shall hold office co-terminus with the office of the Vice-Chancellor and at the pleasure of Vice-Chancellor.
- (iv) The Pro Vice-Chancellor shall have the powers and duties as prescribed by Rules of the institution deemed to be university.

6.6 Registrar:

- (i) The Registrar shall be a whole time salaried officer of the institution deemed to be university and shall be appointed by the Board of Management on the recommendations of the Selection Committee consisting of the following:-
 1. Vice Chancellor - Chairperson
 2. One nominee of the Chancellor
 3. One nominee of the Board of Management.
 4. One expert appointed by the Board of Management who is not an employee of the institution deemed to be university.
- (ii) The emoluments and other terms and conditions of service of the Registrar shall be as prescribed by Rules of the institution deemed to be university.
- (iii) When the office of the Registrar is vacant or when the Registrar is absent by reason of illness or any other reason, the duties and functions of the Registrar shall be performed by such other person as the Vice Chancellor may appoint for the purpose.
- (iv) The Registrar shall be ex-officio Secretary of the Board of Management, the Academic Council and the Planning and Monitoring Board, but shall not be deemed to be a member of any of these authorities.
- (v) The Registrar shall be directly responsible to the Vice-Chancellor and shall work under his direction.
- (vi) The following shall be the duties of the Registrar: -
 1. To be the custodian of the records and the funds and such other property of the institution deemed to be university as the Board of Management may commit to his/her charge;
 2. To conduct the official correspondence on behalf of the authorities of the institution deemed to be university;
 3. To issue notices convening meetings of the authorities of the institution deemed to be university and all Committees and sub-Committees appointed by any of these authorities;

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4. To maintain the minutes of the meetings of all the authorities of the institution deemed to be university and of all the Committees and sub-Committees appointed by any of these authorities;
5. To make arrangements for and supervise the examinations conducted by the institution deemed to be university;
6. To represent the institution deemed to be university in suits or proceedings by or against the institution deemed to be university, sign powers of attorney and perform pleadings or depute his/her representatives for this purpose;
7. To enter into agreement, sign documents and authenticate records on behalf of the institution deemed to be university;
8. To make arrangements to safeguard and maintain the buildings, gardens, office, canteen, cars and other vehicles, laboratories, libraries, reading rooms, equipment and other properties of the institution deemed to be university;
9. To perform such other duties as may be specified in the Rules or as may be assigned by the Board of management or the Vice-Chancellor from time to time.

6.7 Finance Officer:

- (i) The Finance Officer shall be a whole time salaried officer of the institution deemed to be university and shall be appointed by the Board of Management.
- (ii) The emoluments and other terms and conditions of service of the Finance Officer shall be as may be prescribed by Rules of the institution deemed to be university.
- (iii) The Finance Officer shall work under the direction of the Vice-Chancellor and shall be responsible to the Board of Management through the Vice-Chancellor.
- (iv) He/she shall be responsible for the preparation of annual budget, estimates and statements of account for submission to the Finance Committee and the Board of Management.
- (v) He/she shall be responsible for the management of funds and investments of institution deemed to be university, subject to the control of Board of Management.

6.8 Controller of Examinations:

- (i) The Controller of Examinations shall be appointed by the Board of Management.
- (ii) The emoluments and other terms and conditions of service of the Controller of Examination shall be as may be prescribed by Rules of the institution deemed to be university.
- (iii) The Controller of Examinations shall ensure that all the specific directions of the Board of Management, Academic Council and Vice-Chancellor in respect of examination and evaluation are complied with.
- (iv) The Controller of Examinations shall be a permanent invitee to the Board of Management.

6.9 Dean:

The Departments dealing with allied subjects could be grouped into faculties. Each faculty may be headed by a Dean.

6.10 Head of the Department:

- (i) There shall be a Head of the Department for each of the Departments in the institution deemed to be university who shall be appointed by the Vice-Chancellor from amongst the Professors of the Department. Provided that if there is no Professor in the Department or there is only one Professor in the Department whose term as Head of the Department is ending, the Vice-Chancellor may appoint an Associate Professor as Head of the Department.
- (ii) The term of the Head of the Department shall normally be 3 years and he/she shall be eligible for reappointment for one more term, but not for two consecutive terms.
- (iii) The powers and functions of the Head of the Department shall be prescribed by Rules of the institution deemed to be university.

7.0 Delegation of Powers:

Subject to the provisions of these Regulations and Rules, any authority or officer of the institution deemed to be university, with the approval of Board of Management, may delegate its power to any other authority or officer or person under their respective control and subject to the conditions that the overall responsibility for exercising the powers so delegated shall continue to rest in the authority or officer delegating such powers.

8.0 Seniority List:

- (a) Whenever in accordance with these Rules any person is to hold an office or to be a member of an authority of the Institution deemed to be University by rotation of seniority, such seniority shall be determined according to the length of the continuous service of such person in the grade in the institution deemed to be university in accordance with such other principles as the Board of Management may from time to time prescribe.
- (b) It shall be the duty of the Registrar to prepare and maintain in respect of each class/cadre of persons to whom the provisions of these Rules apply a complete and up-to-date seniority list in accordance with the provisions of the foregoing clause.
- (c) If two or more persons have equal length of continuous service in a particular grade/cadre or the relative seniority of any person or persons is in doubt, the Registrar may on his/her own notion and shall at the request of any such person, submit the matter to the Board whose decision shall be final and binding.

9.0 Dispute as to Membership :

If any question arises, whether any person has been duly nominated or appointed, as or is entitled to be a member of any authority or any committee of the institution deemed to be university, the matter shall be referred to the Chancellor, whose decision thereon shall be final and binding.

10.0 Grievance Redressal Mechanism:

For individual grievances and complaints, every institution deemed to be university shall have a Grievance Redressal Mechanism as may be prescribed by the UGC.

10.0A Special Provisions:

Every Institution Deemed to be University shall have the following special provisions as per UGC norms:-

- (i) Anti Ragging Cell
- (ii) Anti discrimination Cell

- (iii) Gender Sensitization Cell
- (iv) Internal Complaints Committee for prevention of Sexual Harassment
- (v) Barrier Free access in all places
- 10.0B Institution Deemed Universities shall be allowed to take credits earned from other institutions under Choice Based Credit System as per the norms of UGC.
- 10.0C Institution Deemed to be Universities shall review the syllabus every three years keeping in view the developments in the domains of knowledge.
- 10.0D Institution Deemed to be University shall adhere to all the Rules, Regulations, norms, guidelines, directions, etc. issued/notified by the UGC/Government of India from time to time.
- 10.0E The Commission can issue directions to an Institution Deemed to be University for implementation of any law or Government Policy or in case of any violation of any law or policy.

11.0 Resignation:

Any member other than an ex-officio member of any authority may resign by a letter addressed to the Registrar and the resignation shall take effect as soon as it is accepted by the Chancellor or the Chairman of the Board of Management, as the case may be.

12.0 Acting Chairman of the Meetings :

Where no provision is made for a Chairman to preside over a meeting of an authority of the institution deemed to be university or any committee of such authority, or if the Chairman so provided is absent, the members present may select one from amongst themselves to preside at such meeting.

13.0 Validation of certain actions, decisions:

No action or proceedings of any authority or anybody or any committee of the institution deemed to be university shall be invalid merely by reason of any vacancy therein.

14.0 Disqualification:

- (a) A person shall be disqualified for being chosen as and for being a member of any of the authorities of the institution deemed to be university:
 - i) if he/she is of unsound mind
 - ii) if he/she is an un-discharged insolvent
 - iii) if he/she has been convicted by a court of law of an offence involving moral turpitude.
 - iv) if he/she has not been appointed as per the provisions of UGC Regulations.
- (b) If any question arises as to whether a person is or has been subjected to any disqualifications mentioned above, the question shall be referred for decision to the Chancellor and his decision shall be final.

15.0 Filling of Casual Vacancies:

Casual vacancies among the members (other than ex-officio members) of any authority or any Committee of the institution deemed to be university shall be filled as soon as it may be convenient by the such authority or the person who appointed or co-opted the member whose place has become vacant and the person appointed or co-opted to a casual vacancy shall be member of such authority or committee for the residual term for which the person whose place he/she fills would have been a member.

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16.0 Review of the Academic Activities of the institution deemed to be university :

The functioning of the institution deemed to be university may be reviewed after a period of every 5 year or earlier if necessary, by a Committee appointed by the Commission.

17.0 Inspection of the institution deemed to be university by the Commission:

- i) The Commission may cause an inspection, to be made by such person or persons as it may direct, of the institution deemed to be university, its buildings, fixtures and fittings, laboratories and equipment as also examinations, teaching and other work carried on or done and, if necessary, to cause an inquiry to be made in respect of any matter connected with the administration or finances of the institution deemed to be university.
- ii) The Commission shall, in every case, give notice to the institution deemed to be university of its intension to cause an inspection or inquiry to be made and on receipt of such a notice, the institution deemed to be university shall have the right to make such representations to the Commission as it may consider necessary.
- iii) Where an inspection or inquiry has been caused to be made by the Commission, the institution deemed to be university shall be entitled to appoint a representative who shall have the right to be present and to be heard at such inspection or inquiry.
- iv) The Commission may communicate the result of such inspection or inquiry together with such advice as it may be pleased to offer as to the action to be taken by the institution deemed to be university to the Vice-Chancellor who shall communicate the same to the Board of Management.
- v) The Board of Management shall give proper consideration to the said communication regarding the result of inspection or inquiry and the proposals for action by the institution deemed to be university and communicate to the Commission the action, if any, which it proposes to take or has taken upon the result of such inspection or inquiry.
- vi) Where the Board of Management does not, within a reasonable time, take any action to the satisfaction of the Commission , the Commission may, after giving due consideration to the explanation furnished or representation made by the Board of Management to it, issue such directions as it may think fit and the Board of Management shall comply with such directions.

18.0 Income and Property of the institution deemed to be university to be utilized for its objectives only:

The income and property of the institution deemed to be university shall be utilized solely for promoting the objectives of that institution deemed to be university.

19.0 Ban on payment or transferring of Income and Property of the institution deemed to be university by way of Profit:

No portion of the income and property of the institution deemed to be university shall be paid or transferred directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit to the persons who were at any time or are members of the institution deemed to be university or to any of them or any persons claiming through them, provided that nothing herein contained shall prevent the payment in good faith of remuneration to any member thereof or other person as consideration for any service rendered to the institution deemed to be university or for travelling or other allowances and such other charges.

20.0 Funds, Accounts, Audits and Annual Report:

- i) The accounts of the institution deemed to be university shall be maintained in the name of the institution deemed to be university and not in the name of the sponsoring Society/Trust/Company. The accounts of the institution deemed to be university shall be kept in such forms as may be laid down by the Board of Management and shall conform to the rules, if any, prescribed by the Commission. In case of Institutions being funded by Central or State Government or their agencies fully or partially, then the accounts of such institutions deemed to be university shall be open for examination by the Controller and Auditor General of India. The accounts shall also be open for inspection by the Commission.
- ii) The annual financial statements and accounts shall be audited by the Chartered Accountant of the institution deemed to be university.
Provided that in case of reasonably credible reports being received of financial impropriety or of embezzlement or of illegal diversion of funds from the accounts of the University/Managing Society or of fees being collected against the provision of the regulations, then the Commission may order an additional audit to be done by a Chartered Accountant selected by the Commission and take further action deemed fit under the Regulations based on the audit report.
- iii) Annual Reports and the Audit Reports shall be submitted by the institution deemed to be university to the Commission within nine months of the closure of the accounting year.

21.0 Rules of the institution deemed to be university :

Subject to the provisions of the Regulations and the Rules of the Commission, the Board of Management shall, in addition to all other powers vested in it, have the power to frame the Rules of the institution deemed to be university that may provide for all or any of the following matters: -

- (i) establishment of Departments of teaching ;
- (ii) courses of study to be laid down for all degrees, diplomas and certificates of the Institution deemed to be University;
- (iii) grant of academic awards (such as degrees and diplomas) and distinctions;
- (iv) admission of students to the Institution deemed to be University and their enrolment as such;
- (v) the fees to be charged for courses of study and for admission to the examinations, degrees, diplomas and certificates of the Institution deemed to be University;
- (vi) conduct of examinations, appointment of examiners and approval and publication of results thereof;
- (vii) institution of award of fellowships, scholarships, studentships, medals and prizes and prescription of the conditions thereof;
- (viii) maintenance of discipline among the students;
- (ix) maintenance of discipline among the employees;
- (x) establishment of halls of residence and conditions of residence and health of the students;
- (xi) classification, emoluments, method of appointment and determination of the terms and conditions of service of the staff;
- (xii) such other powers, functions and duties of the Academic Council as are not mentioned elsewhere;
- (xiii) constitution, powers and functions of the Planning & Monitoring Board;
- (xiv) Powers and functions of the Board of Studies;

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- (xv) composition, powers and functions of the Grievance Redress Mechanism;
- (xvi) prescribing persons as such other officers of the institution deemed to be university;
- (xvii) such other powers and functions of the Vice-Chancellor as are not specified elsewhere;
- (xviii) emoluments, terms and conditions of service of the Register;
- (xix) emoluments, terms and conditions of service of the Finance Officer;
- (xx) constitution of pension, provident fund, insurance etc for the benefit of the officers, teachers, and the other staff;
- (xxi) establishment of special centers;
- (xxii) creation, composition and functions of any committees or body, which is considered necessary for the work of the institution deemed to be university;
- (xxiii) procedure for preparation and submission of budget estimates;
- (xxiv) procedure for convening of meeting of any authority or committee;
- (xxv) laying down of procedures to be observed at any meeting of any authority or any committee;
- (xxvi) constitution of any other body as an authority of the institution deemed to be university;
- (xxvii) delegation of powers to any authority or officer;
- (xxviii) all other matters by this Regulation or the Rules may be provided but no rule shall be made affecting the condition of residence, health, discipline, admission, enrolment of students, conditions, mode of appointments, duties of examiners, conduct of and standard of examinations or any course of study without consulting the Academic Council.

22.0 Interpretation Clause:

In the event of conflict of opinion with regard to interpretation of Regulations or the Rules of the Commission, the opinion of the Commission shall be final.

23.0 Legal Proceedings:

- i) For the purpose of Section 6 of the Societies Registration Act, 1860, the person in whose name the institution deemed to be university may sue or be sued shall be the Registrar.
- ii) No suit or legal proceedings shall lie against the Central Government or the Commission or the institution deemed to be university or an Officer of the institution deemed to be university or a member of the authority of the institution deemed to be university in respect of anything done or purported or intended to be done in pursuance of any of these Regulations.

24.0 Alteration, Amendments and Additions to the Rules governing the functioning of the institution deemed to be university:

No Rule and Bye law governing the functioning of the institution deemed to be university may be altered, amended and added to by the Board of Management or such other competent body to the effect that it is in conflict with or to the detriment of the provisions of these Regulations; and, no alteration, amendment or addition to the Rules and bye laws shall be given effect to without the prior approval of the Commission in accordance with the provision of the Societies Registration Act, 1860 or the relevant Public Trust Act or Companies Act as in force for the time being.

PRAVEEN KUMAR, Jt. Secy.

[ADVT. III/4/Exty./166 (113)]

University Grants Commission
[Institutions Deemed to be Universities] Regulations, 2019.

No. F. 1-2/2018 (CPP-I/DU).—To regulate, in an orderly manner, the process of declaration of institutions of academic excellence as Deemed to be Universities; and, further to maintain quality of higher education imparted by Institutions Deemed to be Universities consistent with the ideals of the concept of a University; the University Grants Commission, in exercise of powers conferred under clauses [f] & [g] of sub- section [1] of Section 26 of the University Grants Commission Act, 1956, hereby, makes the following Regulations namely:-

1.0 SHORT TITLE, APPLICATION AND COMMENCEMENT

- 1.1 These Regulations may be called the UGC [Institutions Deemed to be Universities] Regulations, 2019.
- 1.2 These Regulations shall apply to every institution seeking declaration as an Institution Deemed to be University, as also, albeit prospectively, to an institution which has been declared as an Institution Deemed to be University under Section 3 of the UGC Act, 1956.
- 1.3 They shall come into force with effect from the date of their notification in the Official Gazette.
- 1.4 These Regulations shall replace the UGC (Institutions Deemed to be Universities) Regulations, 2016.

2.0 DEFINITIONS

In these Regulations, unless the context otherwise requires:

- 2.01 “Act” means the University Grants Commission Act, 1956 [Act 3 of 1956].
- 2.02 “Campus” means campus of the Institution Deemed to be University at its headquarters, wherein its major facilities, faculty, staff, students and its Academic Departments are located in a city /town / village in India; and includes all the campuses situated in the same territorial jurisdiction.
- 2.03 “Commission” means the University Grants Commission (UGC) constituted under the Act.
- 2.04 “Category” means the category of Institution Deemed to be University under the University Grants Commission (Categorization of Universities (only) for the Grant of Graded Autonomy) Regulations, 2018; and “Category I” and “Category II” shall be construed accordingly.
- 2.05 “Constituent Institution” means an institution operating under the administrative, academic and financial control of the sponsoring body and declared as such under the Notification.
- 2.06 “Constituent Unit” means unit(s) of the Institution existing on the date of submission of proposal to be declared as an Institution Deemed to be University.
- 2.07 “De-novo Institution” means an institution with the focus on teaching and research in unique and ‘emerging areas of knowledge’ so determined by the Commission after a due process,
- 2.08 “Emerging area of knowledge” in the context of De-Novo Institutions means such specialized/niche areas of knowledge which are considered desirable and useful and not usually imparted in the country.

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- 2.09 “Expert Committee” means a Committee consisting of academics or other experts in the relevant fields of knowledge or practice to be nominated by Chairman of the Commission and include representatives of the Statutory bodies; and there may be as many Expert Committees as the Commission may determine for different purposes.
- 2.10 “Government”, unless the context so specifies, means the Central Government in the Ministry of Human Resource Development allocated with business pertaining to higher education.
- 2.11 “Institution” means an institution of higher education engaged in teaching and research at the undergraduate, post-graduate or higher levels.
- 2.12 “Institution Deemed to be University” means an institution of higher education so declared, on the advice of the Commission, by the Government under Section 3 of the Act.
- 2.13 “Necessary Infrastructure” means infrastructure as required under the norms of concerned Statutory Body/Commission.
- 2.14 “Off-Campus centre” means a centre of the Institution Deemed to be University, approved by the Government and situated beyond its Campus within India.
- 2.15 “Off-Shore Campus” means a centre of the Institution Deemed to be University approved by the Government and situated beyond its campus outside India.
- 2.16 “Processing Fee” means the charges that have to be paid by the applicant institution to the Commission along with the application for processing such application.
- 2.17 “Notification” means a notification issued by the Government in the Official Gazette declaring an institution of higher education, as an Institution Deemed to be University under Section 3 of the Act.
- 2.18 “Sponsoring body” means a body being a charitable or a not-for-profit Society or Trust or Company under Section 8 of Companies Act 2013 making an application for declaring an institution under its administrative, academic and financial control as a Deemed to be University.
- 2.19 “Statutory Body” means a body constituted under any law for the time being in force for determining or maintaining standards of quality in the relevant areas of higher education such as the All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), National Council for Teacher Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), or any other such regulatory body established under an Act of Parliament.
- 2.20 “Teacher” means a member of the regular faculty at the levels of Professor, or Associate Professor or Assistant Professor, and includes adjunct faculty and faculty on a long-term contract of not less than three years.
- 2.21 “University” means a University defined in the University Grants Commission Act, 1956.
- 2.22 “NAAC” means National Assessment and Accreditation Council.
- 2.23 “NBA” means National Board of Accreditation.
- 2.24 “NIRF” means National Institutional Ranking Framework.
- 3.0 OBJECTIVES OF AN INSTITUTION DEEMED TO BE UNIVERSITY**
- The objectives for which an institution is declared by the Government as an Institution Deemed to be University shall be:

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- 3.01 To provide for higher education leading to excellence and innovations in such branches of knowledge as may be deemed fit, primarily at undergraduate, at post-graduate and research degree levels, fully conforming to the concept of University as defined herein.
- 3.02 To engage in areas of specialization with proven ability to make distinctive contributions to the objectives of the higher education system in diverse disciplines.
- 3.03 To provide for high quality teaching and research recognized nationally and globally.

4.0 ELIGIBILITY CRITERIA FOR AN INSTITUTION TO BE DECLARED AS AN INSTITUTION DEEMED TO BE UNIVERSITY

4.01 An institution applying to be declared as an Institution Deemed to be University shall have to meet the following stipulations:-

- i. Has been in existence for not less than 20(twenty) years,
- ii. Has, at the time of application, valid accreditation by National Assessment and Accreditation Council (NAAC) with at least 3.26 CGPA for three consecutive cycles OR if in case of technical institution, two-third of the eligible technical programmes accredited by the National Board of Accreditation (NBA).
- iii. Should be at the time of application, figure among the top 50 (Fifty) ranks in any specific category or among the top 100 (Hundred) of overall ranking of National Institute Ranking Framework (NIRF).
- iv. Has demonstrated the characteristics of a university through multi-disciplinary courses,
- v. The annual per faculty publications in SCOPUS, Web of Science or peer-reviewed journals of acceptable quality as per the UGC Reference List of Quality Journals shall not be less than 2 (two).
- vi. The teacher student ratio shall not be less than 1:20 with a faculty strength of not less than 100 (Hundred) teachers and a minimum of 2,000 students on its rolls under the regular class-room mode, of which not less than one third being postgraduate/research students; and at least 5 Post Graduate Departments in existence for at least 3 years with research programmes.
- vii. Shall possess such academic and physical infrastructure as may be prescribed by the Commission and/or the relevant statutory bodies.
- viii. Shall have a built up area of not less than 30 sq.mts. per student which shall include academic (academic buildings, library, lecture hall, laboratories, etc.), administrative (hostels, faculty residences, health care), common and recreational facilities.

4.02 Corpus Fund:

- i) In the case of Institutions not maintained or financed by the Government a Corpus Fund of Rs.10 Crore for an existing institution and Rs.25 Crore for a de-novo institution, shall be created and maintained permanently in the name of the proposed Institution Deemed to be University by way of irrevocable Government Securities or other forms approved by the Commission.
- ii) The interest accrued on the Corpus Fund shall be used only for the purpose of development of the Institution Deemed to be University.

4.03 Governance Structure

The Governance structure of the proposed Institution Deemed to be University shall be as per Clause 10.0 of these Regulations.

5.0 PROCEDURE FOR DECLARATION OF AN INSTITUTION AS AN INSTITUTION DEEMED TO BE A UNIVERSITY

- 5.01 An institution, fulfilling the minimum eligibility criteria as laid down in these Regulations for considering proposals for declaration as an Institution Deemed to be University, may apply 'online' to the Commission on its web portal developed for this purpose, and under intimation to the Government.
- 5.02. The following documents shall be uploaded in the online application, failing which, the online system shall not accept the application:
- i. Land ownership documents in the name of the Institution Deemed to be University or the sponsoring body.
 - ii. Certificates regarding NAAC/NBA accreditation
 - iii. Approval of the relevant statutory bodies for the professional courses which are currently being run.
 - iv. Information along with evidence regarding the existing academic and physical infrastructure.
 - v. Institution Development Plan consisting of the strategic vision for a 5-year period next, along with a rolling plan of its implementation covering academic, research, infrastructural, financial and governance plans.
 - vi. Details of the corpus fund created, and details of the financial sustainability of the institution.
 - vii. In case of institutions which are funded by the State/Central Government, a letter of commitment from the respective Government to continue financial support to the institution even after declaration as a Deemed to be University.
 - viii. Copies of the documents uploaded on the Commission's web portal shall also be publicly disclosed on the website of the institution, duly certified by the Head of the institution. Any information found to be false after due verification shall be liable for criminal prosecution under the Indian Penal Code, 1860, as amended from time to time.
- 5.03 The Commission shall verify the documents submitted in the application with the concerned public authorities to ascertain their accuracy.
- 5.04 The Commission shall examine the application; with the help of an Expert Committee nominated to evaluate the Institution Development Plan to assess the existing academic and physical standards and submit its advice to the Government within sixty days from the date of online application.
- 5.05 Taking into consideration the advice of the Commission, the Government may, ordinarily within thirty days of receipt of the advice of the Commission, either issue a notification under Section 3 of the Act, declaring such institution as an Institution Deemed to be University for an initial period of five years; or, if the proposal is not agreed upon, convey its decision in writing to the Sponsoring body along with the reasons thereof. The decision of the Government shall be final.
- 5.06 In case of institutions declared as institutions Deemed to be universities as per section 3 of the Act, the University/ies which had hitherto granted affiliation to such institutions, shall transfer the credits and the transcripts of students who are enrolled and studying in the said institution, within thirty days of such declaration. The existing students may get the degree from the affiliating University or Deemed to be University as per preference of the student. The newly admitted students shall get degree of Deemed to be University.

6.04 PROCEDURE FOR DECLARATION OF AN INSTITUTION AS DEEMED TO BE UNIVERSITY UNDER DE-NOVO CATEGORY:-

6.04.1 Any Sponsoring body, with a proven track record in education, can submit an application online to the Commission under intimation to the Government, for setting up a new Institution Deemed to be

University devoted to study and research in unique and emerging areas of knowledge not being pursued by existing institutions.

However, institutions of Central/State/UT Government applying under this category shall be given exemption from Clause 4.01 of these Regulations provided they address the strategic needs of the country and/or, engaged in preservation of cultural heritage.

6.04.2 Any Sponsoring body shall submit the application consisting of the following:

- (a) A Detailed Project Report (DPR) containing its fifteen year detailed Strategic Vision Plan and a five year rolling implementation plan viz. Academic Plan, Faculty Recruitment Plan, Students Admission Plan, Research Plan, Networking Plan, Infrastructure development Plan, Finance Plan, Administrative Plan, Governance Plan, etc, with clear annual milestones and action plans on how the new Institution Deemed to be University is to be set up, with identifiable outputs and outcomes;
- (b) Details of the land in possession for establishing the institution along with the title documents;
- (c) Details of the corpus fund created, and details of the financial sustainability of the institution;
- (d) Details of the sponsoring body, along with the details of the key academic and administrative personnel;
- (e) An undertaking to the effect that it shall abide by all provisions of these Regulations.
- (f) In case of institutions of Central/State/UT Government, a letter of commitment from the respective Government to continue financial support to the institution even after declaration as an Institution Deemed to be University.

6.04.3 The Commission shall refer the application for examination to an Expert Committee, and the Committee may direct the applicant institution to make a presentation to demonstrate whether or not the institution falls under de-novo category and whether the Detailed Project Report is in accordance with these Regulations. If necessary, the Committee may prefer to visit the applicant institution before submitting its report.

6.04.4 The Expert Committee shall submit its report to the Commission, within thirty days from the date of reference to it, by way of recommendation on whether or not the Letter of Intent ought to be issued, and in the event of recommending that a Letter of Intent be issued, whether the same shall be with or without any additional conditions along with reasons for imposing or not imposing such conditions.

6.04.5 The Commission shall forward its advice to the Government within thirty days from the date of receiving the report of the Expert Committee; and thereafter, the Government shall, having taken into consideration the advice of the Commission, usually within a further period of thirty days, either issue a Letter of Intent valid for a period of three years or reject the proposal stating reasons thereto.

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6.04.6 The Sponsoring body shall submit a report of compliance in respect of the conditions mentioned in the Letter of Intent within a period of three years to the Government, which shall be forwarded to the Commission for its verification and advice and the Government shall take further steps following the procedure mentioned in Clause 5 of these Regulations.

OFF-CAMPUS CENTRE(S):

7.01 Institutions Deemed to be Universities in Category-I & Category-II or ranked from 1-50 in the “Universities” category of current NIRF ranking shall be permitted to start new Off-Campus Centre(s), following the procedure mentioned hereunder:

7.01.1 Institutions Deemed to be Universities in Category-I & Category-II or ranked from 1-50 in the “Universities” category of current NIRF ranking shall submit their application to the Government by way of an Affidavit in the prescribed proforma for approval to start an Off-Campus Centre or, for issuance of Letter of Intent for setting up an Off-Campus Centre, as the case may be.

7.01.2 The Government, after such preliminary scrutiny as it may deem fit, of the application containing details of existing or proposed infrastructure facilities, Courses/Programmes of study, Students intake, financing arrangements, shall forward to the application to the Commission for its advice. The Institutions applying for Off-Campus Centre(s), shall have to meet the following stipulations:

- (i) The teacher student ratio shall not be less than 1:20 with a faculty strength of not less than 25 (twenty five) teachers and a minimum of 500 students on its rolls under the regular class-room mode, of which not less than one third being postgraduate/research students; and at least 3 Post Graduate Departments with research programmes.
- (ii) Shall possess such academic and physical infrastructure as may be prescribed by the Commission and/or the relevant statutory bodies.
- (iii) Shall have a built up area of not less than 30 sq. mts. per student which shall include academic (academic buildings, library, lecture hall, laboratories, etc.), administrative (hostels, faculty residences, health care), common and recreational facilities.

7.01.3 In respect of Institutions Deemed to be Universities in Category -I or ranked from 1-50 in the “Universities” category of current NIRF ranking, there shall be no requirement of physical inspection. The Chairman of the Commission may constitute a Standing Committee to undertake examination of the information furnished by the Institution. The Chairman, on behalf of the Commission, shall forward the advice to the Government within thirty days on receipt of the application taking into consideration the observations of Standing Committee. Category-I Institutions Deemed to be Universities or ranked from 1-50 in the “Universities” category of current NIRF ranking can establish only three off-campuses in a period of five years provided that not more than one campus can be established in one academic year. These off-campuses shall be reviewed by the Commission after a period of five years from the date of Notification by the Government.

- 7.01.4 Institutions Deemed to be Universities in Category-II, the information provided with the application may be assessed and verified by an Expert Committee, constituted for the purpose by the Commission. The Chairman, on behalf of the Commission, shall forward the advice to the Government within sixty days on receipt of the application taking into consideration the observations of Expert Committee. Category- II Institutions Deemed to be Universities can establish only two off- campuses in a period of five years provided that not more than one campus can be established in one academic year. These off-campuses shall be reviewed by the Commission after a period of five years from the date of Notification by the Government.
- 7.01.5 The Government shall, after taking into consideration the advice of the Commission, ordinarily within a further period of fifteen days from the date of receipt of such advice, either issue a notification for starting of off-campus centre(s) or, as the case may be, a Letter of Intent for setting up of new off-Campus centre(s) or reject the proposal stating the reasons thereto. The decision of the Government shall be final and binding.
- 7.01.6 If at any time, the information provided by the applicant Institute is found to be incorrect, the Government may withdraw the approval for starting the off-Campus centre; and in order to protect the interests of students enrolled at such centre, the Institution shall be asked to seek affiliation of the Off-Campus centre to the State/ Central University having territorial jurisdiction. Any information found to be false after due verification shall be liable for criminal prosecution under the Indian Penal Code, 1860, as amended from time to time.

Off-shore Campus:

- 7.02 Institutions Deemed to be Universities in Category-I shall be allowed to start new Off-Shore Campuses with the prior approval of the Ministry of Human Resource Development after receiving NOC from Ministry of External Affairs and Ministry of Home Affairs. Institutions Deemed to be Universities shall maintain the standards similar to their main campus and shall follow similar admission criteria, curriculum, examination system and evaluation system. All the information about off-shore campus shall be disclosed on the website of the Institution Deemed to be University.
- 7.03 Existing Off-Shore campus will continue to operate provided they have obtained due permissions.
- 8.0 STARTING OF NEW COURSE(S)/PROGRAMME(S)/DEPARTMENT(S)/SCHOOL(S)/ FACULTY(IES) IN THE CAMPUS OR APPROVED OFF-CAMPUS CENTRES OF AN INSTITUTION DEEMED TO BE UNIVERSITY**
- 8.01 Institutions Deemed to be universities in Category-I, Category-II or institutions from 1-50 in “university” category of NIRF ranking may start new Course(s) /Programme(s)/ Department(s) / School(s) /Faculty(ies) in any field in their existing campus and approved off-Campus centre(s), with the prior approval of its Board of Management and, also where applicable, the relevant Statutory bodies. Such Institutions shall inform the Commission about starting of a new course/ programme/ department/ school/ centre in its existing main campus and approved off-campus within one month of the grant of approval by the Board of Management of the Deemed to be University and concerned Statutory bodies.

Provided that where the Institutions Deemed to be Universities in receipt of grants in aid or other funds for maintenance from the Central Government or the State Government or its Agencies, prior approval of the appropriate Government shall also be required.

- 8.02. Institutions Deemed to be universities, other than those referred to in clause 8.01 herein above, shall start new Course(s)/Programme(s) /Department(s) /School(s)/Faculty(ies) in allied field only in their existing Campus and approved off-Campus centre(s) only after obtaining permission from its Board of Management and, also where applicable, the relevant Statutory bodies. In case of starting of new Course(s)/ Programme(s)/ Department(s) / School(s) / Faculty(ies) in other than allied fields, prior approval of the Commission shall be required in addition to approval from the relevant statutory bodies. The Commission shall convey its decision either for approval or rejection as the case may be, within sixty days of receipt of the application from the institution.

9.0 MONITORING THE PERFORMANCE OF DEEMED TO BE UNIVERSITIES

9.01 It shall be the responsibility of the Commission to monitor, annually, the performance and academic outcomes of all institutions Deemed to be universities, based on public disclosures on performance parameters, namely:

- a) The graduate outcomes shall be such that a minimum of 50% of the graduating students secure access to employment/self-employment or engage themselves in pursuit of higher education;
- b) Promote linkage of the students with the society/industry such that at least two-third of the students engage in socially productive activities during their period of study in the institutions;
- c) Train the students in essential professional skills such as team-work, communication skills, leadership skills, time-management skills, soft skills, etc; and inculcate a spirit of innovation/entrepreneurship and critical thinking among the students and promote avenues for display of these talents;
- d) The teacher student ratio shall not be less than 1:20 with a faculty strength of not less than 100 (Hundred) teachers and a minimum of 2,000 students on its rolls under the regular class-room mode, and ensure that not more than 10% of the sanctioned posts of teachers is vacant at any point of time;
- e) Conduct induction programmes for students;
- f) Adopt Learning-outcome based curriculum framework(LOCF)and revise curriculum at regular intervals;
- g) Use Information Communication Technology (ICT) based learning tools for effective teaching- learning processes;
- h) Choice Based Credit System (CBCS), Academic flexibility for interdisciplinary learning
- i) Examination Reforms to ensure that the student assessment is based on understanding of the concepts, and application thereof;
- j) Ensure that at least half of the students passing out appear for examinations such as GATE/JAM/UGC-NET, and at least half of those appearing qualify;
- k) Tracking of the student progress after completion of course;
- l) Ensure that all new teachers, immediately after recruitment, are put through an induction course imparting pedagogical aspects;

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- m) All existing teachers shall be placed through an annual refresher training;
 - n) Compulsory participation in the NIRF ranking;
 - o) National level merit-based admission process.
 - p) Effective implementation of measures for quality improvement as per the quality mandate of UGC.
 - q) To ensure not to start or run any professional courses governed by specific Acts of parliament, except with the prior and specific approval of the authority constituted thereunder as well as in conformity with the Clause 8 of these Regulations.
 - r) To submit the type of courses those are being offered latest by 30th April every year. The details to be provided are – year, department, courses offered, whether the course is professional or general, approval of the statutory council, approval of the UGC, student intake, actual number of students enrolled, etc
 - s) To adhere to these regulations and other rules / regulations/ directions issued by the UGC and relevant statutory bodies from time to time.
 - t) Every year on completion of the admissions, the Deemed to be University shall upload all the data on its website.
- 9.02. The Commission shall decide on the physical verification of an Institution Deemed to be University, or constitute teams for such verification only on receipt of complaints against the accuracy and veracity of the information placed on the website of the institution in respect of the parameters referred to in clause 9.01.

10.0 SYSTEM OF INSTITUTIONAL GOVERNANCE

- 10.01 The proposed/existing Institution Deemed to be University shall be registered as a not-for-profit Society under the Societies Registration Act, 1860 or as a not-for-profit Trust under the Public Trust Act, or as a not-for-profit company under section 8 of the Companies Act, 2013.

Provided that a sponsoring body exclusively established for running educational institutions shall be exempted from registering as a separate not-for-profit Society / Trust /Company for the Deemed to be University. However, the sponsoring body shall categorically mention in its Registration Deed that the sponsoring body is exclusively for running educational activities and no other activities are being carried out or shall be carried out in future under it.

Provided further that if the sponsoring body of an existing Institution Deemed to be University does not have a Society /Trust /Company exclusively for running educational institutions, it shall form a new not for profit Society / Trust /Company for the Deemed to be University. In such cases, the sponsoring body shall be exempted from transferring of its moveable and immoveable assets to the newly created Society/Trust/Company, if such sponsoring body provides Notarized Affidavit to the effect that the entire moveable and immoveable assets allocated to the Institution Deemed to be University shall not be leased or otherwise disposed off without the prior permission of the Commission, and also that all expansion in the future shall be undertaken by the Society /Trust /Company exclusively established for Deemed to be University.

Provided also that the sponsoring body shall make available the infrastructure for operating the Institution Deemed to be University without any rental or other such charges.

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- 10.02 All moveable and immoveable assets of the institutions shall be used only for the purpose of conducting academic activities, promotion of research and related administrative requirements of the Institution Deemed to be University.
- 10.03 The highest governing body of the Institution Deemed to be University shall be a Board of Management to be headed by the Vice Chancellor, and consisting of not less than 10 and not more than 15 members.
- 10.04 The Board of Management of the institution shall be independent of the sponsoring body with full autonomy to discharge its academic and administrative responsibilities.
- 10.05 The composition of Board of Management shall be as under: -
- i) Vice-Chancellor.....Chairperson;
 - ii) Pro Vice-Chancellor (wherever applicable),
 - iii) Two Deans of Faculties of the Institution Deemed to be University, to be appointed by rotation based on inter-se seniority;
 - iv) Three eminent academics, who shall have functioned at the rank of Professor, to be appointed by the Chancellor from among persons unconnected with the Institution Deemed to be University as well as the Sponsoring body;
 - v) One representative of the Central Government or the State Government, as the case may be, where the Institution Deemed to be University is controlled and managed by such Government or is receiving grants directly or indirectly of a minimum of 50% of the average expenditure of three previous years, who shall be an eminent academic not below the rank of Professor - in respect of all other institutions Deemed to be universities, the UGC shall nominate a representative from a panel of names selected through a process approved by the Commission;
 - vi) Two teachers of the Institution Deemed to be University, one each from among the cadres of Professors and Associate Professors, to be appointed by rotation based on inter-se seniority;
 - vii) Nominees of the Sponsoring body, not exceeding Four in number;
 - viii) The Registrar, who shall be ex officio Secretary of the Board of Management.
- 10.06 Tenure of the members of the Board of Management
- 10.6.1 All the members of the Board of Management, other than the ex-officio members and teachers, shall hold office for a term of three years from the date of first appointment and shall be eligible for reappointment.
- 10.6.2 Members of the Board of Management appointed from among teachers shall hold office for a period of two years or till such time as they cease to be teachers of the Institution Deemed to be University, whichever is earlier.
- 10.07 Powers and Limitations of the Board of Management**
- 10.7.1 The Board of Management shall be the principal organ of management and the apex executive body of the Institution Deemed to be University, with powers to make rules of the Institution Deemed to be University.
- 10.7.2 The Board of Management shall be the final decision making body of the Institute in respect of every matter of the Institution Deemed to be University, including in the academic, administrative, personnel, financial, developmental matters.
- 10.7.3 The Board of Management shall not infringe upon the powers of the respective authorities provided under these Regulations; and where any authority has been

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given advisory /recommendatory powers, the Board of Management shall obtain advice /recommendations from such authority, before deciding on any matter before it.

10.08 Meetings of the Board of Management:

- i. The Board of Management shall meet at least four times a year, with not less than 15 days' notice being given before every meeting of the Board of Management.
- ii. Attendance by more than one-half of the total number of members of Board of Management shall form the quorum for a meeting.
- iii. In the absence of the Vice-Chancellor, the Pro-Vice Chancellor shall preside over the meeting; and where there be no Pro Vice Chancellor in an Institution Deemed to be University, a member chosen by the other members present, shall preside over the meeting.
- iv. Every member of the Board of Management, including its Chairperson, shall have one vote and decisions at the meetings of the Board shall be taken by simple majority; and in case of a tie, the Chairperson shall have a casting vote.
- v. Any business, which it may be necessary for the Board of Management to perform, may be carried out by circulation amongst its members.
- vi. A copy of the proceedings of each meeting shall be furnished to the Chancellor of the Institution Deemed to be University as soon as maybe possible after the meeting.

10.09 Termination of Membership

If a member other than the Vice- Chancellor, and those representing the teachers, accepts a fulltime appointment in the Institution Deemed to be University or does not attend three consecutive meetings of the Board of Management, without proper leave of absence, such member shall cease to be a member of the Board of Management.

10.10 Delegation of Powers of the Board of Management

The Board of Management may, by a resolution, delegate to the Vice Chancellor or any other officer/faculty or to a Committee of officers/faculties of the Institution Deemed to be University, such powers as it may deem fit, subject to the condition that the action taken by the Vice Chancellor or the officer/faculty, or the Committee in the exercise of the powers so delegated, shall be reported at the next meeting of the Board of Management.

10.11 Other Authorities of the Institution Deemed to be University

10.11.1 Academic Council

- A. The Academic Council shall be the principal academic body of the Institution Deemed to be University and shall, subject to the provision of the Rules, have the control over, and be responsible for, the maintenance of standards of teaching, research and training, approval of syllabus, co-ordination of research activities, examinations and tests conducted by the Institution Deemed to be University; and shall exercise such powers and perform such other duties and functions as may be prescribed or conferred upon it by the Rules of the institution. The composition of the Academic Council shall be as under:

- i. Vice Chancellor Chairperson;
- ii. Pro Vice-Chancellor (wherever applicable);
- iii. Dean(s) of Faculties;
- iv. Heads of the Departments;
- v. Ten Professors, other than the Heads of the Departments, by rotation based on inter-se seniority;
- vi. Two Associate Professors from the Departments, other than the Heads of the Departments, by rotation based on inter-se seniority;
- vii. Two Assistant Professors from the Departments by rotation based on inter-se seniority;
- viii. Three persons from amongst educationists of repute or persons from any other field related to the activities of the Institution Deemed to be University who are not in the service of the Institution Deemed to be University, nominated by the Vice-Chancellor;
- ix. Three persons who are not teachers, co-opted by the Academic Council for their specialized knowledge
- x. The Registrar, who shall be ex officio the Secretary of the Academic Council

Note: The representation of different categories shall be only through rotation and not through election. The term of members, other than the ex-officio members, shall be two years. The Controller of Examination shall be the permanent invitee to the meetings of the Academic Council.

B. Powers and Functions of the Academic Council: The Academic Council shall have the following powers and duties, namely:-

- i. To consider matters of academic interest either on its own initiative or at the instance of the Board of Management or those proposed by the departments/ faculties and to take appropriate action thereon;
- ii. To exercise general supervision over all academic work of the institution Deemed to be University and to give direction regarding methods of instruction, evaluation, and improvements in academic standards;
- iii. To promote research within the Institution Deemed to be University, and to acquire reports on such researches from time to time;
- iv. To prescribe courses /programmes of study leading to degree and diploma of the Institution Deemed to be University;
- v. To make arrangements for the conduct of examinations in conformity with the Bye-Laws;
- vi. To appoint examiners, moderators, tabulators and such other personnel for different examinations;
- vii. To maintain proper standards of the examinations;
- viii. To recognize diplomas and degrees of universities and other Institutions and to determine equivalence with the diplomas and degrees of the institutions Deemed to be University;
- ix. To suggest measures for departmental co-ordination;
- x. To make recommendations to the Board of Management on:
 - a) measures for improvement of standards of teaching research and training;
 - b) institution of Fellowships, Travel Fellowships, Scholarships, Medals, Prizes etc.;

- c) to recommend to the Board of Management, the establishment or abolition of departments/centres; and
- d) To frame rules covering the academic functioning of the institution Deemed to be University, admissions, examinations, award of fellowships and studentships, free-ships, concessions, attendance, discipline, residence etc.
- xi. To appoint sub-committees to advise on such specific matters as may be referred to it by the Board of Management;
- xii. To consider the recommendations of the sub-committees and to take such action as the circumstances of each case may require;
- xiii. To take periodical review of the activities of the departments/centres and to take appropriate action with a view to maintaining and improving standards of instruction;
- xiv. To recommend institution of teaching posts (Professors, Associate Professors and Assistant Professors) to the Board of Management; and
- xv. To exercise such other powers and to perform such other duties, as may be conferred or imposed upon it by the Rules.

C. Meeting of the Academic Council

- i. The Academic Council shall meet as often as may be necessary but not less than three times during an academic year with not less than 15 days' notice being given before every meeting of the Academic Council.
- ii. One third of the total number of members of the Academic Council shall constitute the quorum for the meeting of the Academic Council.
- iii. Each member, including its Chairman, shall have one vote and decisions at the meetings of the Academic Council shall be taken by simple majority; and in case of a tie, the Chairman shall have a casting vote.
- iv. Any business, which it may be necessary for the Academic Council to perform, except such as may be placed before its meeting, may be carried out by circulation of the resolution.

10.11.2 Planning & Monitoring Board:

- i. The Planning & Monitoring Board shall be the principal Planning Body of the institution Deemed to be University and shall be responsible for the monitoring of the development programmes of the Institution Deemed to be University.
- ii. The Vice-Chancellor and the Registrar shall be the Chairman and the Secretary, respectively, of the Planning & Monitoring Board, which may include seven members, internal to the Institution Deemed to be University, and three experts of eminence from outside the institution.
- iii. The constitution, powers and functions of the Planning & Monitoring Board shall be prescribed by the Rules.
- iv. The Planning & Monitoring Board shall have the right to advise the Board of Management and the Academic Council on any matter which it considers necessary for the fulfillment of the objectives of the Institution Deemed to be University.
- v. The recommendations of the Planning & Monitoring Board shall be placed before the Board of Management for consideration and approval.

10.11.3 Finance Committee

- A. The composition of Finance Committee shall be as under:
- Vice Chancellor – Chairperson;
 - Pro Vice-Chancellor (wherever applicable);
 - One person nominated by the Society/Trust/Company;
 - Two nominees of the Board of Management, one of whom shall be a member of the Board;
 - One representative of Central Government not below the rank of Joint Secretary or his representative to the Government of India, in case the institution is controlled and managed by Central Government or is receiving grants more than or equal to 50% of its expenditure (based on average of previous three year account) from the Central Government directly or through its Agencies; and in all other institutions Deemed to be universities, the Commission shall nominate a representative from a panel of names selected through a process approved by the Commission;
 - One representative of the State Government, in case the Institution Deemed to be University is receiving grants from the State Government;
 - Finance Officer- Secretary ex officio
- B. **Tenure of members of the Finance Committee:**
All members of the Finance Committee other than ex-officio members shall hold office for a term of three years from the date of first appointment.
- C. **Powers and Functions of the Finance Committee:**
- To consider the annual accounts and financial estimates of the Institution Deemed to be University and to submit them to the Board of the Management for its approval;
 - To consider and recommend the annual budget and revised estimates to the Board of Management;
 - To fix limits on the total recurring expenditure and the total non-recurring expenditure of each year based on the income and resources of the Institution Deemed to be University.
- Note:** No expenditure other than that provided in the budget shall be incurred by the Institution Deemed to be University without the approval of the Finance Committee.
- D. **Meetings of the Finance Committee:**
The Finance Committee shall meet at least twice a year to examine the accounts and to scrutinize proposals for expenditure. Four members shall constitute the quorum for the meeting.

10.11.4 Board of Studies:

There shall be one Board of Studies for each Department of the Institution Deemed to be University. The composition of Board of Studies of each faculty/ Department shall be as under:

- Dean of faculty/ Head of the Department – Chairperson;
- All Professors of the faculty/ Department;
- Two Associate Professors of the faculty/ Department by rotation based on inter-se seniority;
- Two Assistant Professors of the faculty/Department by rotation based on inter-se seniority;

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- v. Not more than 2 persons to be co-opted for their expert knowledge including those belonging to the profession or industry concerned.

Note: The powers and functions of the Board of Studies shall be prescribed by the Rules of the Institution Deemed to be University.

10.11.5 Selection Committee:

- i. There shall be one or more Selection Committees constituted, for making recommendations to the Board of Management for appointment to the post of Professors, Associate Professors, Assistant Professors and such other posts as may be prescribed, in accordance with the UGC Regulations (on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education), 2018, as amended from time to time.
- ii. The meetings of the Selection Committees shall be convened, as and when necessary, by the Chairperson of each Selection Committee.
- iii. Four members of the Selection Committee, of which at least two shall be experts, shall form the quorum.

10.11.6 Miscellaneous matters pertaining to different authorities of the Institution Deemed to be University

- i. If any question arises, as to whether any person has been duly nominated or appointed as, or is, entitled to be a member of any authority or any committee of the Institution Deemed to be University, the matter shall be referred to the Chancellor, whose decision thereon shall be final and binding.
- ii. Any member, other than an ex-officio member of any authority, may resign by a letter addressed to the Registrar and the resignation shall take effect as soon as it is accepted by the Chancellor or the Chairperson of the Board of Management, as the case may be.
- iii. Sudden vacancies among the members of any authority or any Committee of the Institution Deemed to be University shall be filled by the respective authority, as soon as may be, and within a period of six months.
- iv. A person shall be disqualified for being chosen as, and for being, a member of any of the authorities of the Institution Deemed to be University:
 - a) if he/she is of unsound mind
 - b) if he/she is an un-discharged insolvent
 - c) if he/she has been convicted by a court of law for an offence involving moral turpitude.
 - d) if he/she has not been appointed as per the provisions of these Regulations.

Note: If any question arises as to whether a person is or has been subjected to any disqualifications mentioned above, the question shall be referred for decision to the Chancellor, whose decision shall be final and binding.

10.12 Officers of the Institution Deemed to be University:

10.12.1 Chancellor & Pro Chancellor

- i. The Institution Deemed to be University shall have a Chancellor who shall, when present, preside over the convocations of the Institution Deemed to be University but shall not be the Chief Executive Officer.

- ii. The Chancellor, who shall be appointed by the sponsoring body, shall hold office for a period of 5 years from the date of first assuming office, and shall be eligible for reappointment for one more term.
 - iii. Where power is conferred upon the Chancellor to nominate persons to authorities, he/she shall, to the extent necessary, nominate persons to represent the various interests for the furtherance of the objectives of the Institutions Deemed to be University.
 - iv. Pro-Chancellor: The Sponsoring body of the Institution Deemed to be University may also appoint a person as a Pro Chancellor, whose role would be limited to carrying out the tasks assigned to the Chancellor in these Regulations, when the latter is not available for carrying out the same. The Pro Chancellor, if so appointed, shall hold office for a period co-terminus with that of the Chancellor.
- 10.12.2 Vice-Chancellor**
- A. The Vice-Chancellor shall be a whole time salaried officer of Institution Deemed to be University, and shall be appointed by the Chancellor from a panel of three names suggested by a Search-cum- Selection Committee.
 - B. The qualifications of the Vice-Chancellor shall be in accordance with the UGC Regulations (on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education), 2018, as amended from time to time.
 - C. The procedure/composition of Search-cum-Selection-Committee (SCSC) for selection of Vice- Chancellor shall be as under:
 - i. Where control of the management of an Institution Deemed to be University is with the Central Government or the State Government, the Vice-Chancellor shall be appointed in accordance with the procedure laid down by the Central Government or the State Government, as the case may be.
 - ii. Where the financial assistance, by way of grants in aid or otherwise, to the Institution Deemed to be University by the Central Government or by its Agencies is more than or equal to 50% of its expenditure (based on average of previous three year accounts) the composition of Search-cum-Selection-Committee shall be as under:
 - a) A nominee of Chancellor, who shall be a reputed academician as the Chairperson of the Committee;
 - b) A nominee of the Central Government, who shall be an academic of eminence; and,
 - c) An academician, with not less than 10 years' service as Professor, nominated by the Board of Management
 - iii. Where the financial assistance, by way of grants in aid or otherwise, is less than 50% of its expenditure (based on average of previous three year accounts), the composition of Search- cum-Selection Committee shall be as under:
 - a) A nominee of the Chancellor, who shall be a reputed academician as the Chairperson of the Committee
 - b) A nominee of the Chairman, University Grants Commission
 - c) An academician, with not less than 10 year service as Professor, nominated by the Board of Management

D. Tenure of Vice-Chancellor:

- i. The Vice-Chancellor shall hold office for a term of 5 years from the date of assuming office, and shall be eligible for reappointment for a second term;
Provided that in no case shall the person appointed as Vice Chancellor hold office beyond the age of 70years;
Provided further that notwithstanding the expiry of the period of 5 years, the Vice Chancellor may continue in office for not more than six months or till the successor is appointed and the latter assumes office, whichever, is earlier.
- ii. Where the office of the Vice-Chancellor falls vacant due to death, resignation or otherwise and in case of his/her absence due to illness or any other cause, the Pro Vice-Chancellor, and in his/her absence, the Senior most Professor shall perform the duties of the Vice-Chancellor until a new Vice-Chancellor is appointed, or the existing Vice-Chancellor resumes duties, as the case may be.

E. Powers of the Vice-Chancellor

- i. The Vice-Chancellor shall be the Principal Executive Officer of the Institution Deemed to be University and shall exercise general supervision and control over its affairs, and shall be mainly responsible for implementation of the decisions of all its authorities.
- ii. The Vice-Chancellor shall be the Ex-officio Chairperson of the Board of Management, the Academic Council, the Finance Committee, the Planning & Monitoring Board and Selection Committees.
- iii. The Vice-Chancellor shall have the power to convene, or cause to be convened, meeting of the various authorities of the Institution Deemed to be University.
- iv. The Vice-Chancellor may, if he/ she is of the opinion that immediate action is called for on any matter, exercise any power conferred upon any authority of the Institution Deemed to be University under these Regulations and Rules of the Institution Deemed to be University, and take such action, or proceed to take such action, and shall report to the authority concerned on the action taken by him/her on such matters.
Provided that if the relevant authority mentioned in Clause (ii) herein above is of the opinion that such action ought not to have been taken, it may refer the matter to the Chancellor whose decision thereon shall be final.
Provided further that if any person in the service of the Institution Deemed to be University is aggrieved by the action taken by the Vice-Chancellor under the said Clause, he/she shall have the right to appeal against such decision to the Board of Management within 30 days from the date on which such action is communicated to him/her and thereupon the Board of Management shall call the matter in a subsequent meeting and may confirm, modify or reverse the action taken by the Vice-Chancellor.
- v. It shall be the duty of the Vice-Chancellor to ensure that these Regulations and Rules of the Institution Deemed to be University are duly observed and implemented; and, he/she shall have all the necessary powers in this regard.

- vi. All powers relating to the proper maintenance and discipline of the Institution Deemed to be University shall be vested in the Vice-Chancellor.
- vii. The Vice-Chancellor shall exercise all other powers as may be delegated to him/her by the Board of Management.
- viii. The Vice-Chancellor shall have the power to re-delegate some of his/her powers to any of his/her subordinate officers with the concurrence and approval of the Board of Management.
- ix. The Vice-Chancellor shall exercise such other powers and perform such other functions as may be prescribed by these Regulations, Rules and Bye-Laws of the Institution Deemed to be University.

E. Removal of Vice-Chancellor

- i. Where there are reasons to believe that the Vice-Chancellor of an Institution Deemed to be University does not possess the qualification as required under these Regulations and also under the UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2018, as amended from time to time or is not appointed as per the procedure stipulated in these Regulations or has committed any financial/administrative impropriety, the Chairman of Commission shall constitute a committee consisting of academic, administrative or financial experts to enquire into the matter.
- ii. Where the report of the Enquiry Committee confirms the ineligibility, or procedural violations, or impropriety, as the case may be, the Commission shall direct the Chancellor to remove the Vice Chancellor after following the due process;
Provided that, in respect of Vice Chancellors of institutions Deemed to be universities managed and controlled by the Central Government or State Government, the Commission shall convey its advice regarding removal of Vice-Chancellor to the relevant Ministry of the Central Government or the State Government, as the case may be.

10.12.3 Pro Vice-Chancellor

- i. The post of the Pro Vice-Chancellor may be created in an Institution Deemed to be University by the Board of Management;
Provided that in respect of institutions managed and controlled by Central Government or State Government the prior approval of the appropriate Government shall be obtained before creating the post.
- ii. The Pro Vice-Chancellor shall be appointed by the Board of Management on the recommendation of the Vice-Chancellor.
- iii. The Pro Vice-Chancellor shall hold office co-terminus with the office of the Vice-Chancellor
- iv. The Pro Vice-Chancellor shall have the powers and duties as prescribed by Rules of the Institution Deemed to be University.

10.12.4 Registrar

- i. The Registrar shall be a whole time salaried officer of the Institution Deemed to be University and shall be appointed by the Board of Management on the recommendations of the Selection Committee consisting of the following:-

Regulations on Establishment, Maintenance and Recognition of Institutions:

- a) Vice Chancellor – Chairperson;
- b) One nominee of the Chancellor;
- c) One nominee of the Board of Management; and,
- d) One expert, not being an employee of the Institution Deemed to be University, to be appointed by the Board of Management.
- ii. The emoluments and other terms and conditions of service of the Registrar shall be as prescribed by Rules of the Institution Deemed to be University.
- iii. When the office of the Registrar is vacant or when the Registrar is on leave or absent due to any other reasons, the duties and functions of the Registrar shall be performed by such other person as the Vice Chancellor may appoint for the purpose.
- iv. The Registrar shall be ex-officio Secretary of the Board of Management, the Academic Council and the Planning and Monitoring Board, but shall not be Deemed to be a member of any of these authorities.
- v. The Registrar shall be directly responsible to the Vice-Chancellor and shall work under his direction.
- vi. The following shall be the duties of the Registrar: -
 - a) To be the custodian of the records and the funds and such other property of the Institution Deemed to be University as the Board of Management may commit to his/her charge;
 - b) To conduct the official correspondence on behalf of the authorities of the institution Deemed to be university;
 - c) To issue notices convening meetings of the authorities of the Institution Deemed to be University and all Committees and sub-Committees appointed by any of these authorities;
 - d) To maintain the minutes of the meetings of all the authorities of the Institution Deemed to be University and of all the Committees and sub-Committees appointed by any of these authorities;
 - e) To make arrangements for the examinations conducted by the Institution Deemed to be University;
 - f) To represent the Institution Deemed to be University in suits or proceedings by or against the Institution Deemed to be University, sign powers of attorney and perform pleadings or depute his/her representatives for this purpose;
 - g) To enter into agreement, sign documents and authenticate records on behalf of the Institution Deemed to be University;
 - h) To make arrangements to safeguard and maintain the buildings, gardens, office, canteen, cars and other vehicles, laboratories, libraries, reading rooms, equipment and other properties of the Institution Deemed to be University;
 - i) To perform such other duties as may be specified in the Rules of the Institution Deemed to be University, or as may be assigned by the Board of management or the Vice- Chancellor from time to time.

10.12.5 Finance Officer

- i. The Finance Officer shall be a whole time salaried officer of the Institution Deemed to be University and shall be appointed by the Board of Management.

Regulations on Establishment, Maintenance and Recognition of Institutions:

- ii. The emoluments and other terms and conditions of service of the Finance Officer shall be as may be prescribed by Rules of the Institution Deemed to be University.
- iii. The Finance Officer shall work under the direction of the Vice-Chancellor and shall be responsible to the Board of Management through the Vice-Chancellor.
- iv. He/she shall be responsible for the preparation of annual budget estimates and statements of account for submission to the Finance Committee and the Board of Management.
- v. He/she shall be responsible for the management of funds and investments of Institution Deemed to be University, subject to the control of Board of Management.

10.12.6 **Controller of Examinations**

- i. The Controller of Examinations shall be appointed by the Board of Management.
- ii. The emoluments and other terms and conditions of service of the Controller of Examination shall be as may be prescribed by Rules of the Institution Deemed to be University.
- iii. The Controller of Examinations shall ensure that all the specific directions of the Board of Management, Academic Council and Vice-Chancellor in respect of examination and evaluation are complied with.
- iv. The Controller of Examinations shall be a permanent invitee to the Academic Council.

10.12.7 **Dean**

The Departments dealing with allied subjects could be grouped into faculties, and every faculty may be headed by a Dean.

10.12.8 **Head of the Department**

- i. There shall be a Head of the Department for each of the Departments in the Institution Deemed to be University who shall be appointed by the Vice-Chancellor from amongst the Professors of the Department. Provided that if there is no Professor in the Department or there is only one Professor in the Department whose term as Head of the Department is ending, the Vice-Chancellor may appoint an Associate Professor as Head of the Department.
- ii. The term of the Head of the Department shall normally be 3 years and he/she shall be eligible for reappointment for one more term, but not for two consecutive terms.
- iii. The powers and functions of the Head of the Department shall be prescribed by Rules of the Institution Deemed to be University.

10.12.9 Notwithstanding anything contained in these Regulations, the governance system and management structure of an Institution Deemed to be University managed and controlled by the Central Government or the State Government shall be in accordance with the decision of the appropriate Government.

11.0 ADMISSIONS AND FEES STRUCTURE

11.01 No Institution Deemed to be University shall, for admission in respect of any course or programme of study conducted in such institution, accept payment towards admission fee and other fees and charges,-

Regulations on Establishment, Maintenance and Recognition of Institutions:

- (a) which is a capitation fee or donation in whatever nomenclature or form, either directly or indirectly
 - (b) other than such fee or charges for such admission, which has been declared by it in the prospectus for admission against any such seat, and on the website of the institution,
 - (c) more than the fee prescribed by the fee committee constituted as per fee regulations issued by the Commission.
 - (d) without a proper receipt in writing issued for such payment to the student admitted in such institution.
- 11.02 (1) No Institution Deemed to be University shall charge any fee for an admission test other than an amount representing the reasonable cost incurred by it in conducting such test.
- (2) Institution Deemed to be University shall be abided by UGC notification regarding refund offees and non-retention of original certificate as amended time to time.
- 11.03 Admission of students to an Institution Deemed to be University, public or private, shall be strictly based on merit in the entrance exam prescribed by the appropriate statutory authority and in the manner specified in the prospectus, in case no entrance exam has been prescribed.
- 11.04 Every Institution Deemed to be University shall maintain the records of the entire process of selection of candidates, exhibit such records on its website, and preserve such records for a minimum period of five years.
- 11.05 Before the expiry of sixty days prior to the commencement of admission to any of its courses or programmes of study, every Institution Deemed to be University shall publish and upload on its website (in the form of an affidavit) its prospectus containing inter alia, the following:
- i. each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or a programme of study, and the other terms and conditions of such payment;
 - ii. the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such 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 student;
 - iii. the number of seats approved in respect of each course or programme of study for the academic year for which admission is proposed to be made;
 - iv. the educational qualifications specified by the relevant statutory authority/body, or by the institution, where no such qualifying standards have been specified by any statutory authority;
 - v. 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 course or programme of study and the amount of fee to be paid for the admission test;
 - vi. all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution, and, in particular, such discipline relating to prohibition of ragging of any student or students and the consequences thereof and for violating the provisions of any regulation in this behalf made under the University Grants Commission Act, 1956 or any other law for the time being in force.

Regulations on Establishment, Maintenance and Recognition of Institutions:

11.06 No Institution Deemed to be University shall retain from the candidates seeking admission any original certificates of school leaving examinations, or degree or any other award; and shall, after due verification with the original certificates, retain only copies of such certificates self-attested by the candidates for its records.

12.0 INSTITUTION DEEMED TO BE UNIVERSITY OPEN TO ALL

12.01 Admission and employment in an Institution Deemed to be University shall be open to all citizens of India regardless of religion, race, caste, sex, place of birth or residence.

12.02 All policies and procedures, in matters of admission and employment as applicable to the university- level public and privately funded institutions respectively, shall apply to the appropriate category of institutions Deemed to be universities.

13.0 INSTITUTION DEEMED TO BE UNIVERSITY TO BE UNITARY

Once an institution is declared as Institution Deemed to be University, it shall be unitary in nature, and shall not affiliate any other institution nor shall add any constituent institutions.

14.0 RESERVATION POLICY

Institution Deemed to be University shall implement the policy on reservations in admissions and recruitment, in accordance with provisions of the Constitution of India and any Act of Parliament for the time being in force and disclose all such information on its website.

15.0 DISTANCE EDUCATION

Institution Deemed to be Universities may offer courses in the Open, Distance Learning / On Line mode in accordance with the UGC (Open and Distance Learning) Regulations, 2017, and UGC (Online Courses or Programs) Regulations 2018 as amended from time to time.

Provided that Institution Deemed to be University, which are already offering programmes of study, with the approval of the Commission, through the Open and Distance Learning mode, shall be permitted to continue such programmes subject to further approval by the Commission.

16.0 POWER TO CONDUCT ENQUIRY AND CONSEQUENCES OF VIOLATION OF REGULATIONS

16.01 Where the Government or the Commission, as the case may be, receives information by way of a complaint or otherwise, that an Institution Deemed to be University has violated any of the provisions of these Regulations, it shall cause to conduct an enquiry into the facts of such information after issuing a notice to the said effect to the Institution Deemed to be University.

16.02 The Commission may also cause an inspection, to be made by persons of eminence and integrity; being experts in matters of academics, administration and finance; regarding academic outcomes or any matter connected with the administration or finances of the Institution Deemed to be University for the purpose of the enquiry.

16.03 Based on the enquiry or through regular inspections mentioned in these Regulations, if the Government or the Commission, as the case may be, is satisfied that these Regulations have been violated, the Institution Deemed to be University shall be subjected to such action as provided in these Regulations, after a reasonable opportunity has been given to the institution to present its case.

16.04 Where an Institution Deemed to be University is found to have violated the provision(s) of these Regulations, it may be subjected to one or more of the following action(s) :

Regulations on Establishment, Maintenance and Recognition of Institutions:

- A. Violations leading to issuance of unapproved degrees:
- i. Punishment under Section 24 of the University Grants Commission, 1956.
 - ii. Barring from any expansion in terms of diversification to new Courses/Programmes of study / Department(s) and Off-Campus(es) / Constituent Institution(s) / Off-Shore Campuses, for a limited period.
 - iii. Reducing the intake capacity in student enrolment in a specific course(s) or in all courses, for a limited period or in perpetuity.
 - iv. Barring from admission of students for a limited period or in perpetuity in a specific course(s) or all courses.
 - v. Closure of the Courses/Programmes of study / Department(s) and Off-Campus(es)/ Constituent Institution(s) / Off-Shore Campuses.
 - vi. Withdrawal of the notification of declaration as Institution Deemed to be University.
- B. Violations leading to non-adherence of the Regulations:
- i. Where any deficiencies in complying with the provisions of these Regulations come to the notice of the Commission, it shall issue a warning in that regard to the Institution Deemed to be University requiring rectification within a reasonable time; and, failure to take remedial action within the said period shall attract punishments provided under these Regulations.
Provided that any punishment awarded to the institution Deemed to be university shall be without detriment to the interests of the students.
 - ii. Vice-Chancellor of the Institution Deemed to be University may be removed as per the procedure laid down in relevant Clause of these Regulations.
 - iii. Repeated violations of the provisions of these regulations shall attract action(s) mentioned in Clause 16.05A, herein above.

17.0 CONSIDERATION OF PROPOSALS UNDER PREVIOUS REGULATIONS

All proposals for seeking declaration as an Institution Deemed to be University or seeking approval for establishing off-Campus Centres or off-shore Campus(es) or for the inclusion of other institutions in the ambit of the Institution Deemed to be University, which are either pending or in process before the Commission or have been received by the Government prior to the date of notification of these Regulations, shall be governed by these Regulations.

Provided that if an applicant, in respect of a proposal prior to notification of these Regulations, desires so in writing that such application be processed under the UGC [Institutions Deemed to be Universities] Regulations, 2016, the Government or the Commission, as the case may be, shall proceed to do so after obtaining an undertaking in writing from the applicant, to become compliant with these Regulations within two years of its notification, failing which the Deemed university status shall be withdrawn by the Government, and the applicant shall have to apply afresh for such status under these Regulations.

18.0 Funds, Accounts, Audits and Annual Report

- i. The books of accounts of the Institution Deemed to be University shall be maintained, managed and operated in the name of the Institution Deemed to be University and not in the name of the sponsoring body or any other; and, shall be kept in such form as may be laid down by the Board of Management and conform to the rules, if any, prescribed in this regard by the Commission.

Regulations on Establishment, Maintenance and Recognition of Institutions:

- ii. Funds shall not be diverted at any time from the accounts of the Institution Deemed to be University to any other accounts, including to the accounts of the Sponsoring body.
- iii. The Institution Deemed to be University shall get its books of accounts audited, annually and at such other frequency as shall be prescribed by the Commission, separately published and uploaded on the website of the Institution; and if such institution is funded by Central or State Government or through its agencies fully or partially, then the accounts of such Institution Deemed to be University shall be open for examination by the Controller and Auditor General of India; accounts of Institution Deemed to be University shall also, where required, be open for inspection by the Commission.
- iv. The annual financial statements and accounts shall be audited by a qualified professional, being a Member or Fellow of the Institute of Chartered Accountants of India, to be appointed by the Institution Deemed to be University.

Provided that, the Commission may, on receipt of information in regard to financial impropriety or embezzlement or illegal diversion of funds from the accounts of the Institution Deemed to be University; or of fees being collected against the provision of the regulations, issue a notice directing the Institution Deemed to be University to show cause as to why an inspection, including a forensic audit, not be ordered in respect of the complaint, and after providing a reasonable opportunity to the respondent institution, the Commission may on being satisfied that there were sufficient grounds to proceed further, cause an inspection by a team of the Commission and also direct a forensic audit to be undertaken by a qualified Member or Fellow of the Institute of Chartered Accountants of India; the report of and the inspection team and the forensic audit report taken together shall form the basis for the Commission to take further action, as it may be Deemed fit, under these Regulations.

- v. Annual Reports and the Audit Reports shall be submitted by the Institution Deemed to be University to the Commission within nine months of the closure of the accounting year.

18.0 Miscellaneous

- i. The Institution Deemed to be University shall mention the name with location of campus/off campus /off-shore campus/ constituent unit/Constituent institution on the degree, diploma, certificate, or any other qualification awarded to students on its rolls.
- ii. The Institution Deemed to be University shall, as soon as may be, after the completion of the academic programme, and in no case later than 180 days from the date of such completion, ensure that the degree, diploma, certificate, or any other qualification in respect of the programme of studies, is awarded and made available to students.
- iii. No Institution Deemed to be University shall at any time enter into any franchise agreement or arrangement, either overtly or covertly, with any individual or organization for establishing, maintaining or operating the off-Campus/off-shore campus/constituent unit(s) / constituent institution/ course/ programme of study/ department/ school/ faculty of the Institution Deemed to be University.
- iv. While every effort shall be made by the Government or the Commission, as the case may be, in respect of disposal of applications received from Sponsoring bodies or Institution Deemed to be University within the prescribed time limit, if any, such applications shall not be Deemed to have been disposed off owing merely to the fact that such time limit has been exceeded; the applicant shall, however, be at liberty to remind the Government or the Commission, as the case may be.

Regulations on Establishment, Maintenance and Recognition of Institutions:

- v. The income and property of the Institution Deemed to be University shall be utilized solely for promoting the objectives of the Institution Deemed to be University.
- vi. The Commission shall have the powers to issue directions to an Institution Deemed to be University for implementation of any public policy of the Government or in spect of any law in force, including appropriate directions in case of any violation of any law or licy by the Institution Deemed to be University.
- vii. All expenditure incurred on the processing of application for granting Deemed to be University status, starting of off-campus/off-shore campus/constituent institution, etc. including all inspections by the Expert Committee shall be borne by the Commission; and any expenditure incurred directly or indirectly by the Sponsoring body or the Institution Deemed to be University, as the case may be, on or in connection with the visit of any inspection team of the Commission shall be Deemed to be a violation of these Regulations and proceeded with accordingly.
- viii. No portion of the income and property of the Institution Deemed to be University shall be paid or transferred directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit to the persons who were at any time or are members of the Institution Deemed to be University or to any of them or any persons claiming through them, provided that nothing herein contained shall prevent the payment in good faith of remuneration to any member thereof or other person as consideration for any service rendered to the Institution Deemed to be University or for travelling or other allowances and such other charges.
- ix. The Government, in consultation with the Commission, shall have powers to impose such other condition(s), not inconsistent with these Regulations, in the Letter of Intent or Notification, and the same shall be binding on the Institution Deemed to be University.
- x. Every Institution Deemed to be University shall, in order to comply with the relevant UGC norms, provide for the following, namely:
 - a) Anti-Ragging Cell
 - b) Anti-discrimination Cell
 - c) Gender Sensitization Cell
 - d) Grievance Redressal Cell
 - e) Internal Complaints Committee for prevention of Sexual Harassment
 - f) Barrier Free access to persons with disabilities to all its facilities
- xii. Where, an Institution Deemed to be University wishes to surrender its status of 'Institution Deemed to be University', it may do so with the prior permission of the Government; and similarly, withdrawal of any Constituent Unit(s) of the Institution Deemed to be University from the purview of an Institution Deemed to be University, shall require the Sponsoring body to take the prior permission of the Government.
Provided that such surrender or withdrawal, as the case may be, shall take effect only after the last batch of students on the rolls of the Institution Deemed to be University or its Constituent Unit(s), as the case may be, have been accorded opportunity to qualify for the completion of the programme of study and award of degree.
- xi. In the event of conflict of opinion with regard to interpretation of these Regulations, the opinion of the Commission shall be final.

20.0 Legal Proceedings

- (1) For the purpose of Section 6 of the Societies Registration Act, 1860, the person in whose name the Institution Deemed to be University may sue or be sued shall be the Registrar, who shall have the power to enter into agreements, sign documents and authenticate records on behalf of the Institution Deemed to be University, and shall exercise such powers and perform such duties, as may be prescribed by these Regulations.
- (2) No suit or legal proceedings shall lie against the Government, or the Commission, or the Institution Deemed to be University, or an Officer of the Institution Deemed to be University, or a member of the authority of the Institution Deemed to be University, in respect of anything done or purported or intended to be done in pursuance of any of these Regulations.

21. Removal of Difficulty

UGC reserves the right to remove difficulty/ies in the course of implementation of these regulations in consultation with the Government of India, Ministry of Human Resource Development.

RAJNISH JAIN, Secy.

[ADVT.-III/4/Exty./548/18]

University Grants Commission
[Institutions Deemed to be Universities] Amendment Regulations, 2020.

Notification

New Delhi, the 18th November, 2020

F. No. 1-2/2018 (CPP-I/DU) – In exercise of the powers conferred under clauses (f) and (g) of sub-section (1) of section 26 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following amendments in the UGC [Institutions Deemed to be Universities] Regulations, 2019 namely:

1. (1) These regulations may be called the UGC [Institutions Deemed to be Universities] Amendment Regulations, 2020.
(2) They shall come into force on the date of their publication in the Official Gazette.
2. In the UGC [Institutions Deemed to be Universities] Regulations, 2019, in regulation 19.0, in clause (iii), after the words “faculty of the Institution Deemed to be University”, the following shall be inserted, namely:-
“except in the following cases, namely:-
 - (a) The Institution Deemed to be University approved under regulation 7.01 may enter into an agreement or arrangement if –
 - (I) the establishment, maintenance or operation of such institution is permitted under any Act of Parliament or the rules or regulations made thereunder; and
 - (II) it has made an application under sub-regulation 7.01.1 after following the procedure specified in regulation 7.01, except the procedure in sub-regulation 7.01.2, and the campus to be established under such agreement or arrangement shall be –
 - (A) treated as an off-campus centre of the Institution Deemed to be University as long as such agreement or arrangement remains valid under such law; and
 - (B) subject to similar standards of audit and disclosure as a ‘not-for-profit’ entity as that of the Institution Deemed to be University;
 - (b) The Institution Deemed to be University approved under regulation 7.01 may enter into agreement or arrangement for practical training of students of a skill oriented vocational course if such course is approved by the University Grants Commission or any other body established under any Act of Parliament.”

(Prof. Rajnish Jain)
Secretary

Note: The Principal regulations were published in the Gazette of India, Extraordinary, Part III, Section 4 vide F.No. 1-2/2018(CPP-I/DU), dated the 20th February, 2019.

**University Grants Commission
(Institutions deemed to be Universities) Regulations, 2023.**

NOTIFICATION

New Delhi, the 2nd June, 2023

No. F. 1-1/2021 (CPP-I/DU).—In exercise of the powers conferred by clauses (f) and (g) of section 26 and sub-sections (2) and (4) of section 12A of the University Grants Commission Act, 1956 and in supersession of the UGC [Institutions Deemed to be Universities] Regulations, 2019, except as respects things done or omitted to be done before such supersession, the University Grants Commission, with the previous approval of the Central Government hereby makes the following regulations to regulate in an orderly manner, the process of declaration of institutions of academic excellence as institutions deemed to be Universities and to maintain the quality of higher education imparted by such Universities consistent with the ideals of the concept of a University, namely:—

1. **Short-title, application and commencement.**— (1) These regulations may be called the University Grants Commission (Institutions deemed to be Universities) Regulations, 2023.

(2) These regulations shall apply to any institution seeking declaration as an institution deemed to be University and to any institution for higher education declared under section 3 of the said Act, to be an institution deemed to be University for the purposes of the University Grants Commission Act:

Provided that the institutions already declared as deemed to be Universities under section 3 shall achieve the eligibility criteria mentioned in sub-regulation (1) of regulation 4 within ten years from the date of commencement of these regulations.

Provided further that the Commission shall take appropriate measures on such institutions which fail to meet the eligibility criteria specified in sub-regulation (1) of regulation 4 of these regulations.

(3) These regulations shall come into force from the date of their publication in the Official Gazette:

Provided the institutions deemed to be Universities declared prior to the date of commencement of these regulations shall amend the Memorandum of Association or rules of the institution deemed to be University to comply with these regulations within a period of one year from date of commencement of these regulations and the compliance report shall be submitted to the Commission within said time frame, failing which necessary action may be initiated as per the provisions of these regulations.

2. **Definitions.**— In these regulations, unless the context otherwise requires—

(1) “Academic Council” means the academic council of the institution deemed to be University;

(2) “Act” means the University Grants Commission Act, 1956 (3 of 1956);

(3) “affiliated college” means a college recognised by, associated with and admitted to the privileges of a University;

(4) “Board of Studies” means the Board of Studies of a Department of the institution deemed to be University;

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- (5) “campus” means campus (single or multiple locations within the city) of the institution deemed to be University wherein its facilities, faculty, staff, students, and Academic Departments are situated;
- (6) “centre” means a centre of studies of the institution deemed to be University;
- (7) “Chancellor”, “Vice-Chancellor”, and “Pro-Vice-Chancellor” means the Chancellor, Vice-Chancellor and Pro-Vice-Chancellor of the institution deemed to be University, respectively;
- (8) “college” means any institution whether affiliated college or constituent college, known as such or by any other name and provides undergraduate or postgraduate or Ph.D. programmes or all together, for obtaining any qualification from a University, in accordance with the rules and regulations of such University, which has been recognised as competent by the University Grants Commission to provide such programmes or courses of study;
- (9) “constituent college” means a college operating under the administrative, academic, and financial control of the sponsoring body;
- (10) “constituent unit” means an academic unit (Schools or centres or departments) of the institution existing on the date of submission of a proposal to declare an institution to be an institution deemed to be University;
- (11) “Department” means a department of studies of the institution deemed to be University;
- (12) “distinct category” means an existing institution or an institution starting from the beginning with the focus on teaching or research in the unique disciplines or addressing the strategic needs of the country or engaged in the preservation of Indian cultural heritage or preservation of the environment or dedicated to skill development or dedicated to sports or languages or any other discipline, as so determined by the Expert Committee approved by the Chairman of the Commission;
- (13) “Executive Council” means the executive council of the institution deemed to be University;
- (14) “Expert Committee” means a committee consisting of academics and other experts from other fields and includes representatives of the statutory bodies and approved by the Chairman of the Commission;
- (15) “Government” means the Department in the Ministry of Education in the Central Government dealing with the higher education;
- (16) “institution” means an institution of higher education engaged in teaching and research at the undergraduate, post-graduate or higher level;
- (17) “institution deemed to be University” means an institution of higher education so declared by the Central Government by notification under section 3 of the Act, on the advice of the Commission;
- (18) “main campus” means the campus of the institution deemed to be University, where its major facilities, faculty, staff, students, academic departments and administration are situated;
- (19) “NAAC” means the National Assessment and Accreditation Council;
- (20) “NBA” means the National Board of Accreditation;
- (21) “necessary infrastructure” means the infrastructure required under the norms of the concerned statutory body or the Commission, as the case may be;

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- (22) “NEP” means the National Education Policy, 2020;
- (23) “NIRF” means the National Institutional Ranking Framework;
- (24) “notification” means a notification issued by the Central Government in the Official Gazette declaring an institution of higher education, as an institution deemed to be University under section 3 of the Act;
- (25) “off-campus” means the premises of the institution deemed to be University, approved by the Government, other than the main campus or the campuses;
- (26) “off-shore campus” means the premises of the institution deemed to be University, approved by the Government, outside India, other than the main campus in India;
- (27) “processing fee” means the fee to be paid by the applicant institution to the Commission along with the application for processing such application;
- (28) “school” or “faculty” means a school or faculty of studies of the institution deemed to be University;
- (29) “sponsoring body” means a body being a charitable or a not-for-profit society or trust or a company under section 8 of the Companies Act, 2013 (18 of 2013), submitting an application for declaring an institution under its administrative, academic and financial control as an institution deemed to be University;
- (30) “Standing Committee” means a committee consisting of academics and other experts from other fields and includes representatives of the statutory bodies and approved by the Chairman of the Commission;
- (31) “statutory body” means a body constituted under any law for the time being in force for determining or maintaining standards of quality in the relevant areas of higher education, including the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Indian Nursing Council (INC), the National Council for Teacher Education (NCTE) and the National Medical Commission (NMC), or any other statutory body established under an Act of Parliament;
- (32) “teacher” means professors, associate professors, assistant professors and such other academic staff as may be appointed for imparting instructions or conducting research in the institution deemed to be University including the adjunct faculty or professor of practice or visiting faculty; and
- (33) the words and expressions used in these regulations and not defined, but defined in the Act shall have the same meanings respectively assigned to them.

3. Objectives of an institution deemed to be University.— (1) The objectives of the institution deemed to be University shall be to —

- (a) provide for higher education leading to excellence and innovations in such branches of knowledge as may be deemed fit, primarily at undergraduate, post-graduate, and research degree levels, fully conforming to the concept of a University;
- (b) engage in inter-disciplinary or multi-disciplinary or trans-disciplinary teaching and research in addition to domain-specific specialisation;
- (c) provide for high-quality teaching and research recognised nationally and globally;
- (d) recognise, identify and foster the unique capabilities of each student, by sensitising teachers as well as parents to promote each student’s holistic development;
- (e) provide multi-disciplinary and a holistic education in the faculties of science, engineering, technology, social sciences, arts, humanities, sports and other disciplines;

- (f) transform into research and teaching intensive University over a period of time;
- (g) focus on research and innovation by setting up start-up incubation centers; technology development centres; centres in frontier areas of research; greater industry-academic linkages; and inter-disciplinary research including humanities and social sciences research;
- (h) provide flexible and innovative curriculum, which includes credit-based courses and projects in the areas of community engagement and service, environmental education, value-based education, etc.;
- (i) contribute for social transformation through socially responsive teaching, learning, research, and fieldwork; (j) adopt the provisions of NEP, 2020; and
- (k) strengthen the research ecosystem by establishing Research and Development Cell (RDC).

4. Eligibility criteria for an institution to be declared as institution deemed to be University.—(1) The eligibility criteria for considering the applications of the institutions to be declared as institutions deemed to be Universities shall —

- (a) be a multi-disciplinary institution (having minimum five departments either in under-graduate or post graduate or integrated or research programmes or a combination of all these) or a cluster of institutions offering five programmes (having minimum five departments either in under-graduate or post-graduate or integrated or research programmes or a combination of all these):

Provided that in the case of cluster of institutions, the institutions may be either from the same sponsoring body or from a different sponsoring body or bodies:

Provided further that each institution shall fulfill the eligibility conditions specified in this clause:

Provided also that in case, if the cluster of institutions belonging to different sponsoring bodies intends to acquire deemed to be University status, all the sponsoring bodies shall form an exclusive sponsoring body in the name of the proposed deemed to be University and that sponsoring body shall submit the application for deemed to be University status and all the moveable and immovable assets of such sponsoring bodies shall be transferred to the exclusive sponsoring body;

- (b) be an institution—
 - (i) having valid accreditation by NAAC with at least 3.01 cumulative grade point average (CGPA) for three consecutive cycles:
Provided that the application for accreditation or re-accreditation has been submitted by the institution within time in each of these three cycles; or
 - (ii) providing two-thirds of eligible technical programmes accredited by the NBA for three consecutive cycles, in the case of the technical institutions:
Provided that the application for accreditation or re-accreditation has been submitted by the institution within time in each of these three cycles; or
 - (iii) figuring among the top fifty rankings of the NIRF in any specific category for three consecutive years; or
 - (iv) figuring among the top hundred rankings in the overall ranking of NIRF for three consecutive years;
- (c) possess such academic and physical infrastructure as may be specified by the Commission or the relevant statutory body, as the case may be;

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- (d) have obtained the approval of the relevant statutory body for the professional courses being offered in the institution at the time of application;
 - (e) teacher-student ratio of 1:20 with a minimum combined faculty strength of not less than one hundred and fifty teachers and a minimum combined student strength of three thousand on rolls under the regular classroom mode, of which not less than one fifth being post-graduate or research or as per the norms of the relevant statutory body; and
 - (f) have an administrative area, library, lecture halls, labs, hostels, health care, common facilities, and recreational facilities.
- (2) Universities established under clause (f) of section 2 of the Act shall not be eligible to apply under these regulations for declaration under section 3 of the Act to declare an institution as an institution deemed to be University.
- 5. Corpus Fund.**— (1) In the case of institutions not funded by the Government, a corpus fund of rupees twenty-five crores or as decided by the Commission from time to time, shall be created and maintained in the name of the institution deemed to be University, including the existing institutions declared under section 3 of the Act as institutions deemed to be Universities.
- (2) The interest accrued on the corpus fund shall be used only for the purpose of further development of the institution deemed to be University.
- (3) Institutions deemed to be Universities may invest the corpus fund in any suitable scheme or schemes.
- 6. Procedure for declaration of an institution as an institution deemed to be University.**—
- (1) The sponsoring body of an institution, fulfilling the eligibility criteria specified in regulations 4 may apply 'online' to the Commission on its web portal developed for this purpose, for considering the proposal for declaration of its institution as an institution deemed to be University.
- (2) The following documents shall be uploaded on the web portal referred to in sub-regulation (1)—
- (a) no objection certificate (NOC) from the affiliating University in the case of an affiliated College:
Provided that, if no NOC is received by the applicant sponsoring body within sixty days from the date of application, it shall be presumed that the affiliating University has no objection to the request and in such cases, the acknowledgment for receipt of the request shall be submitted as a document;
 - (b) a detailed project report (DPR) containing its fifteen-year detailed strategic vision plan and a five-year rolling implementation plan, namely, the academic plan, faculty recruitment plan, students admission plan, research plan, campus information and communication technology plan, infrastructure development plan, finance plan, administrative plan, governance plan, etc. with clear annual milestones and action plans as to how the new institution deemed to be University is being set up and developed, with identifiable output and outcomes and shall also include the available academic and physical infrastructure with the institution;
 - (c) details of the sponsoring body with its aims and objectives, along with the details of the key academic and administrative personnel;
 - (d) land ownership documents (Sale Deed or Lease Deed for a minimum period of thirty years) in the name of the proposed institution deemed to be University or the sponsoring body and shall give details of land ownership records derived from the official revenue records portal of the State Government or the Union territory administration, as the case may be;

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- (e) certificates issued by the NAAC, NBA, or NIRF for accreditation or ranking, as the case may be;
 - (f) approval of the relevant statutory bodies according approval for conducting the professional courses, which are currently being run in the institution;
 - (g) information regarding the existing academic and physical infrastructure;
 - (h) details of the financial sustainability of the proposed institution deemed to be University along with the details of the corpus fund being created in the name of the proposed institution deemed to be University;
 - (i) an undertaking to the effect that the proposed institution deemed to be University shall abide by all the provisions of the Act, rules made under the said Act and these regulations; and
 - (j) in the case of institutions that are fully or partially funded by the State or Central Government, a letter of commitment from the respective Government to continue financial support to the institution even after the declaration of the institution as an institution deemed to be University.
- (3) Copies of the documents referred to in sub-regulation (2) and uploaded on the Commission's web portal shall be disclosed on the website of the institution, duly certified by the Head of the institution or sponsoring body, as the case may be, and if any information is found to be false after due verification, the person responsible for its uploading shall be liable for prosecution under the provisions of the Indian Penal Code, 1860 (45 of 1860).
- (4) The Commission shall refer the application for examination by the Expert Committee to be constituted by the Chairman of the Commission and the said Committee may direct the applicant to make a presentation to demonstrate whether or not the institution fulfills the requirements as specified in these regulations and the Committee shall submit its report to the Commission, within thirty days from the date of reference to it and on the basis of the said report, the Commission shall provide its advice to the Central Government within sixty days from the date of receipt of the said report.
- (5) Upon consideration of the advice of the Commission and examination of all aspects of the matter, the Central Government, may within thirty days from the date of receipt of the advice of the Commission, declare an institution of higher education as an institution deemed to be University under section 3 of the Act, by notification in the Official Gazette:

Provided that if the proposal for consideration and declaration as an institution deemed to be University is not agreed upon, the Central Government shall convey its decision in writing to the sponsoring body along with the reasons thereof and the decision of the Central Government shall be final:

Provided further that an institution that was declared and notified for a limited period, as an institution deemed to be University under section 3 of the Act, prior to the publication of these regulations shall continue to be an institution deemed to be University in terms of these regulations irrespective of the period for which the initial notification and extension thereof, if any, was issued by the Central Government and in such cases, the Central Government shall issue separate notification for continuation, on the advice of Commission:

Provided also that if the proposal of the sponsoring body is rejected by the Central Government, the sponsoring body may submit a fresh proposal only after one year.

- (6) In case of institutions declared as deemed to be Universities, the University which had granted affiliation to such institutions shall transfer the credits and the transcripts of students who are enrolled and studying in the said institution and the existing students may get the degree from the affiliating University or deemed to be University as per the preference of the student and the newly admitted students shall get a degree from the institution which has been granted status as an institution deemed to be University.

7. Procedure for declaration of an institution as institution deemed to be University under ‘distinct category’.—

- (1) Online application may be submitted through the Commission’s portal for setting up a new institution deemed to be University for its main campus or main campus and constituent unit devoted to study and research in disciplines referred to in clause (12) of regulation 2 of these regulations, by the following, namely:—
 - (i) any sponsoring body, with a philanthropic aim or with a commitment to society or aiming for the social, cultural, and educational development of the country; or
 - (ii) Central or the State Government or the Union territory administration.
- (2) Existing institutions or cluster of institutions (whether Government or self-financing institution) either from the same sponsoring body or different sponsoring bodies may also apply under this category for the establishment of main campus or main campus and constituent unit, provided that they are devoted to study and research in disciplines referred to in clause (12) of regulation 2 of these regulations and in the case of cluster of institutions belonging to different sponsoring bodies intends to acquire deemed to be University status, the sponsoring bodies concerned shall form an exclusive sponsoring body in the name of the proposed deemed to be University, and that sponsoring body shall submit the application for deemed to be University status, and in such case the entire moveable and immoveable assets shall be transferred to that sponsoring body.
- (3) Institutions falling under ‘distinct category’ are exempted from the application of provisions of sub regulation (1) of regulation 4 of these regulations:

Provided that the proposed institution under this category shall start its operations with a minimum of five academic programmes (either in under graduate or post-graduate or integrated or research or combination of all these programmes) with physical and academic infrastructure as per the norms of the relevant statutory body or the Commission, as the case may be.
- (4) The sponsoring body shall submit the application along with all the documents referred to in sub-regulation (2) of regulation 6 except the documents referred to in clause (e) of the said sub-regulation.
- (5) The Commission shall refer the application for examination by the Expert Committee to be constituted by the Chairman of the Commission and the said Committee may direct the applicant to make a presentation to demonstrate whether or not the institution fulfills the requirements as specified in these regulations and the Committee shall submit its report to the Commission, within thirty days from the date of reference to it, by way of recommendation as to whether or not the Letter of Intent (LoI) can be issued and whether the same shall be issued with or without any additional conditions.

- (6) The Commission shall forward its advice to the Government within sixty days from the date of receiving the report of the Expert Committee; and thereafter, the Government shall, having taken into consideration the advice of the Commission, within a further period of thirty days, either issue approval or Letter of Intent (LoI) valid for a period of three years or reject the proposal stating reasons thereto:

Provided that under exceptional circumstances, such as due to natural calamities or pandemics, the validity of Letter of Intent (LoI) may be extended beyond three years by the Central Government for reasons to be recorded in writing, on the advice of the Commission, which may take into account the preparedness of the institution in respect of the fulfilment of the conditions of LoI:

Provided further that if the proposal of the sponsoring body is rejected by the Central Government, the sponsoring body may submit a fresh proposal only after one year.

- (7) The sponsoring body shall submit a report regarding the compliance of the conditions specified in the Letter of Intent (LoI) within a period of three years to the Government, which shall be forwarded to the Commission for its verification and advice and the Government may take further steps following the procedure referred to in regulation 6 of these regulations.

8. Off-campus centres.—(1) (i) Institutions deemed to be Universities with minimum ‘A’ grade and above or ranked from 1 to 100 in the “Universities” category of NIRF rankings of the relevant year are eligible to set up off-campus centres.

- (ii) Institutions declared as deemed to be Universities under “distinct category” may apply for off campuses after five years of their declaration, if they fulfill the criteria specified in clause (i).

- (2) Institutions deemed to be Universities with minimum ‘A’ grade and above or ranked from 1 to 100 in the “Universities” category of the NIRF rankings of the relevant year may submit their application to start off-campus centres through the Commission’s portal along with the following documents, namely:—

- (i) from the relevant statutory body (wherever applicable) for approval to set up off-campus centres or, for issuance of Letter of Intent for setting up off-campus centres, as the case may be.
- (3) By following the procedure specified in these regulations for setting up the off-campus centres, an institution deemed to be University may also apply on the Commission’s portal for establishing an off-campus centre by taking over any affiliated college under the same sponsoring society or trust or company by progressively closing the affiliated college to convert it into an off- campus centre and a no objection certificate from the affiliating University shall accompany the application and the affiliating University may decide on granting no objection certificate to the institution deemed to be University within a maximum period of sixty days from the date of receipt of the request, failing which it shall be presumed that the affiliating University has no objection to the application by the institution deemed to be University for establishing an off-campus centre and in such cases, the acknowledgement for receipt of the request shall be submitted as a document.
- (4) The infrastructure at the proposed off-campus centres shall be in accordance with the norms and standards specified by the relevant statutory body or the Commission, as the case may be, and the off-campus centre shall be started with a minimum of five undergraduate or post-graduate or research or combination thereof with a minimum of one thousand students, of which not less than one-fifth of the students are post-graduate or research students with fifty teachers and with required infrastructure facilities.

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- (5) The Chairman of the Commission may constitute a Standing Committee to undertake an examination of the information furnished by the institution deemed to be University and the Chairman, on behalf of the Commission, shall forward the advice to the Government within sixty days from the date of receipt of the application, by taking into the consideration, the observations made by the said Standing Committee.
- (6) The Government shall, after taking into consideration the advice of the Commission may within a period of thirty days from the date of receipt of such advice, either issue a notification for starting an off-campus centres or, as the case may be, a Letter of Intent for setting up of new off-campus centres or reject the proposal by recording the reasons for doing so and the decision of the Central Government shall be final.
- (7) On the basis of the advice of the Expert Committee, the Commission shall render its advice to the Government to consider the approval of any such off-campus which was operating before the commencement of these regulations on a case-to-case basis, and to validate the degrees of each programme for the passed-out students, if they fulfill the basic eligibility conditions required for starting the off-campus centre.
- (8) If at any time, the information provided by the applicant institution deemed to be University is found to be incorrect, the Government may withdraw the approval granted for starting the off-campus centre; and in order to protect the interests of students enrolled at such centre, the institution deemed to be University shall take necessary action for shifting of such students to the main campus.
- (9) Institution deemed to be University may start new courses or programmes in any field in their existing campus and approved off-campus centres, with the prior approval of its Executive Council and, also wherever applicable, with the approval of the relevant statutory bodies:

Provided that where the institution deemed to be University is in receipt of grant-in-aid or other funds for maintenance from the Central Government or the State Government or its Agencies, as the case may be, prior approval of the appropriate Government shall also be required.

9. **Off-shore campus.**—(1) Institutions deemed to be Universities may start or establish off-shore campuses with the prior approval of the Central Government in accordance with the provisions of the Act, rules and regulations made thereunder.
 - (2) Existing off-shore campuses shall continue to operate, provided they have obtained proper permissions and approval.
10. **Monitoring.**—(1) The Commission shall monitor the performance and academic outcomes of the institutions deemed to be Universities having valid accreditation by the NAAC with less than an 'A' grade or ranked more than 100 ranks in the NIRF rankings (Universities category) not later than every five years, on the basis of a report submitted annually by the institutions deemed to be Universities.
 - (2) The performance and academic outcomes of the institutions deemed to be Universities having valid accreditation by the NAAC with less than an 'A' grade or ranked more than 100 in the NIRF rankings (Universities category) shall be evaluated either physically or virtually by an Expert Committee, as may be decided by the Commission and for the purposes of such evaluation, the Expert Committee may adopt such procedure as it may deem appropriate.

- (3) The Expert Committee shall submit a report to the Commission specifying its recommendations on the performance and academic outcomes of the institution deemed to be University and those institutions deemed to be Universities that are found to be deficient in some aspects, shall be given a period to be specified by the Expert Committee, to rectify the deficiencies, failing which, the Expert Committee shall recommend for withdrawal of permission given under sub-regulation (9) of regulation 8 for starting new courses or programmes by the institution deemed to be University, in any field, in their existing campus and the approved off-campus centres.
- (4) In cases where, the Expert Committee has recommended for withdrawal of permission under sub regulation (3), the Commission shall issue appropriate order informing the institution deemed to be University and the relevant statutory body concerned and in case, if the Commission finds that the institution deemed to be University is not adhering to its order, the Commission shall take action as per the provisions of regulation 34.
- (5) The Commission shall decide on the physical verification of an institution deemed to be University or constitute teams for such verification on its own or upon receipt of any complaint against the accuracy and veracity of the information submitted to the Commission and also hosted on the website of the institution.

11. Governance.—(1) The proposed or existing institution deemed to be University shall be registered as a not-for profit society under the Societies Registration Act, 1860 (21 of 1860) or as a not-for-profit trust under the Indian Trusts Act, 1882 (2 of 1882) or as a not-for-profit company registered under section 8 of the Companies Act, 2013 (18 of 2013):

Provided that a sponsoring body exclusively established for running educational institutions shall be exempted from registering as a separate not-for-profit society or trust or a company and the sponsoring body shall specifically mention in its registration deed that the sponsoring body is exclusively for running educational activities and no other activities are being carried out or shall be carried out in the future under it:

Provided further that if the sponsoring body of an existing institution deemed to be University does not have a society or trust or company exclusively for running educational institutions, it shall form a new not-for-profit society or trust or company, for the purposes of institution deemed to be University and in such cases, the sponsoring body shall be exempted from transferring its moveable and immovable assets to the newly created society or trust or company, if such sponsoring body provides a notarised affidavit to the effect that the entire moveable and immovable assets allocated to the institution deemed to be University shall not be leased or otherwise disposed of without the prior permission of the Commission:

Provided also that the sponsoring body shall make available the necessary infrastructure for operating the institution deemed to be University without any rental or other such charges.

- (2) All moveable and immovable assets of the institution deemed to be University shall be used for the purposes of conducting academic activities, promotion of research and related administrative requirements of the institution deemed to be University, including the outreach educational activities.
- (3) The highest governing body of the institution deemed to be University shall be the Executive Council to be headed by the Vice-Chancellor and consisting of not less than ten and not more than thirteen members.

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- (4) The Executive Council shall be the principal executive body of the institution deemed to be University.
- (5) The composition of the Executive Council shall be as under -
 - (a) Vice-Chancellor-Chairperson;
 - (b) Pro-Vice-Chancellor (wherever applicable);
 - (c) two members from amongst the Deans of schools of studies, by rotation, to be appointed by the Vice-Chancellor;
 - (d) one Professor, who is not a Dean, by rotation, to be appointed by the Vice-Chancellor;
 - (e) one Associate Professor, by rotation, to be appointed by the Vice-Chancellor;
 - (f) one Assistant Professor, by rotation, to be appointed by the Vice-Chancellor;
 - (g) in the case of institution deemed to be University that is controlled or managed or receiving funds more than or equal to fifty per cent. of their annual receipts from the Central or State Government, the respective Government shall nominate an officer, not below the rank of Joint Secretary to the Government of India or his or her representative and in respect of all other institutions deemed to be Universities, the Commission shall nominate a representative;
 - (h) up to four nominees of the Sponsoring body; and
 - (i) the Registrar, who shall be the ex-officio Secretary of the Executive Council.
- 12. Tenure of the members of Executive Council.**—(1) All the members of the Executive Council, other than the Vice-Chancellor and Pro-Vice-Chancellor, shall hold office for a term of three years and in the case of Deans, the term shall be three years or until they hold the office of Dean, whichever is earlier.
 - (2) Members of the Executive Council appointed by the Vice-Chancellor from Professor, Associate Professor and Assistant Professor category shall hold office for a period of one year or till such time they cease to be teachers of the University, whichever is earlier.
- 13. Powers and limitations of Executive Council.**—(1) The Executive Council shall have the power of management and administration of the institution deemed to be University.
 - (2) The Executive Council shall be the final decision-making body of the institution deemed to be University in respect of every matter of the institution deemed to be University, including academic, administrative, personnel, financial, and developmental matters.
 - (3) Subject to the provisions of these regulations and the rules of the institution deemed to be University, the Executive Council shall, in addition to all other powers vested in it, have the following powers, namely:—
 - a) to appoint such Professors, Associate Professors, Assistant Professors and other academic staff, including Chairs, as may be necessary, on the recommendation of the Selection Committee constituted for the said purpose and to fill up temporary vacancies therein;
 - b) to regulate and enforce discipline amongst the employees of the institution in accordance with the rules of the institution deemed to be University;
 - c) to provide for the appointment of Visiting Professors, Emeritus Professors, Professor of Practice, Consultants, Scholars, etc., and determine the terms and conditions of such appointments;

- d) to exercise such other powers and perform such other duties as may be conferred or imposed on it by the rules and regulations of the institution deemed to be University;
 - e) to make rules and regulations for the institution deemed to be University; and
 - f) if the institution is controlled or managed or receiving funds more than or equal to fifty per cent. of their annual receipt from the Central or State Government, the creation of posts shall be done by the Executive Council with prior approval of the respective Government from which grants are being released.
- 14. Meetings of Executive Council.**—(1) The Executive Council shall meet at least four times a year (minimum two in one semester), with not less than seven days' prior notice given before every meeting of the Executive Council and emergency meetings may be convened at a shorter notice, for reasons to be recorded in writing for such emergency meeting.
- (2) One-third of the total number of members of the Executive Council shall form the quorum for the meeting.
 - (3) In the absence of the Vice-Chancellor, the Pro-Vice Chancellor shall preside over the meeting; and where there is no Pro-Vice-Chancellor in an institution deemed to be University, a member chosen by the other members of the Executive Council present at the meeting, shall preside over the meeting.
 - (4) Every member of the Executive Council including the Chairperson, shall have one vote and the decisions at the meetings of the Executive Council shall be taken by simple majority; and in case of a tie, the Chairperson shall have a casting vote.
 - (5) Any business, which may be urgent in nature, may be carried out by circulation amongst its members.
 - (6) A copy of the minutes of each meeting shall be furnished to the Chancellor of the institution deemed to be University, as soon as possible after the convening of the meeting.
- 15. Termination of membership.**— If a member other than the Vice-Chancellor and those representing the teachers, accepts a full- time appointment in the institution deemed to be University or fails to attend three consecutive meetings of the Executive Council, without proper leave of absence, such member shall cease to be a member of the Executive Council.
- 16. Delegation of powers of Executive Council.**— The Executive Council may, by a resolution, delegate to the Vice Chancellor or any other officer or faculty or to a Committee of officers or faculties of the institution deemed to be University, such powers as it may deem fit, subject to the condition that the action taken by the Vice-Chancellor or the officer or faculty or the Committee in the exercise of the powers so delegated, shall be reported at the next meeting of the Executive Council.
- 17. Other authorities of institution deemed to be University.**—
- A. Academic Council:** (1) The Academic Council shall be the principal academic body of the institution deemed to be University and shall, subject to the provision of the rules of the institution deemed to be University, co-ordinate and exercise general supervision over the academic policy of the institution deemed to be University.
 - (2) The composition of the Academic Council shall be as under—
 - (i) Vice Chancellor - Chairperson;
 - (ii) Pro Vice-Chancellor (wherever applicable);
 - (iii) Deans of faculties of the schools and heads of the departments or centres;

- (iv) up to ten Professors (excluding those who are Deans of schools and heads of departments or centres) by rotation, to be nominated by the Vice-Chancellor giving due regard to the representation of different schools or departments or centres;
 - (v) up to five Associate Professors from departments or centres other than the heads of the departments or centres, by rotation, to be appointed by the Vice-Chancellor;
 - (vi) up to five Assistant Professors from the departments or centres other than the heads of the departments or centres, by rotation, to be appointed by the Vice-Chancellor;
 - (vii) six persons of repute from amongst the educationists or experts for their specialised knowledge, who are not in the service of the institution deemed to be University, nominated by the Vice Chancellor; and
 - (viii) the Registrar, who shall be the ex-officio Secretary of the Academic Council.
- (3) The representation of different categories shall be through rotation and not through an election and the term of members, other than the ex-officio members, shall be three years and the Controller of Examination shall be the permanent invitee to the meetings of the Academic Council.

B. Powers and Functions of Academic Council: Subject to the provisions of these regulations and rules of the institution deemed to be University, the Academic Council shall, in addition to all other powers vested in it, have the following powers, namely:—

- a) to exercise general supervision over the academic policies of the institution deemed to be University and to give directions regarding methods of instruction, co-ordination of teaching among departments or faculties or schools or centers, evaluation of research and improvement of academic standards;
- b) to bring about and promote inter-departmental, inter-faculty, inter-school, inter-center co-ordination and to establish or appoint such committees or boards, as may be deemed necessary for the purpose;
- c) to consider matters of general academic interest either on its own initiative, or on a reference by a department or faculty or school or centre or the Executive Council, and to take appropriate action thereon;
- d) to prescribe courses or programmes of study leading to degree and diploma of the institution deemed to be University;
- e) to make arrangements for the conduct of examinations in conformity with the rules and bye-laws of the institution deemed to be University;
- f) to maintain proper standards of the examination;
- g) to recognise diplomas and degrees of Universities and other Institutions and to determine equivalence with the diplomas and degrees of the institution deemed to be University;
- h) to institute Fellowships, Scholarships, Medals, Prizes, etc.;
- i) to frame rules covering the academic functioning of the institution deemed to be University, admissions, examinations, award of fellowships and studentships, free-ships, concessions, attendance, discipline, residence, etc.;
- j) to take a periodical review of the activities of the departments or centres and to take appropriate action to maintain and improve the standards of instruction;

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- k) to recommend the institution of teaching posts (Professors, Associate Professors, and Assistant Professors) to the Executive Council;
 - l) to make recommendations to the Executive Council for the establishment or abolition of departments or centres or schools or faculties, etc.
 - m) to make recommendations to the Executive Council; and
 - n) to exercise such other powers and to perform such other duties, as may be conferred or imposed upon it by the rules of the institution deemed to be University.
- C. Meeting of Academic Council.**—(1) The Academic Council shall meet as often as necessary but not less than four times (at least two times in a semester) during an academic year with not less than seven days prior notice being given before every meeting of the Academic Council and emergency meetings may be convened at a shorter notice, for reasons to be recorded in writing for such emergency meeting.
- (2) One-third of the total number of members of the Academic Council shall constitute the quorum for the meeting of the Academic Council.
 - (3) Each member, including its Chairperson, shall have one vote, and decisions at the meetings of the Academic Council shall be taken by simple majority; and in case of a tie, the Chairperson shall have a casting vote.
 - (4) Any business that may be necessary for the Academic Council to perform, which may be urgent in nature, may be carried out by circulation amongst its members.
- 18. Finance Committee.**— (1)The composition of the Finance Committee shall be —
- (i) Vice Chancellor - Chairperson;
 - (ii) Pro Vice-Chancellor (wherever applicable);
 - (iii) one person nominated by the society or trust or company, as the case may be (wherever applicable);
 - (iv) three persons to be nominated by the Executive Council, out of whom at least one shall be a member of the Executive Council;
 - (v) one representative of the Central Government not below the rank of Joint Secretary or his representative to the Government of India, in case the institution is controlled and managed by the Central Government or is receiving funds more than or equal to fifty per cent. of their annual receipt from the Central Government directly or through its Agencies; and in all other institution deemed to be Universities, the Commission shall nominate a representative;
 - (vi) three persons to be nominated by the Chancellor;
 - (vii) Finance Officer-Secretary- *ex officio*
- (2) In case the institution deemed to be University is controlled or managed or funded by the State Government, one representative of such Government.
 - (3) All members of the Finance Committee other than *ex-officio* member shall hold office for a term of three years.
 - (4) The Finance Committee shall meet at least four times in an academic year (at least twice each semester) to examine the accounts and scrutinise the proposals for expenditure and one-third of the total number of members of the Finance Committee shall form the quorum for a meeting.

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- (5) All proposals relating to the creation of posts and those items which have not been included in the Budget, shall be examined by the Finance Committee before the Executive Council considers them and to decide waiver in fees, the establishment of scholarships, freeship and any other financial benefits.
 - (6) The annual accounts and financial estimates of the institution deemed to be University prepared by the Finance Officer shall be laid before the Finance Committee for consideration and comments and thereafter the same shall be submitted to the Executive Council for approval.
 - (7) The Finance Committee shall recommend limits for the total recurring and non-recurring expenditures for the year, based on the income and resources of the institution deemed to be University.
- 19. Board of Studies.**— (1) There shall be one Board of Studies for each department or school of the institution deemed to be University. The composition of the Board of Studies shall be—
- (i) Dean of school or Head of the department - Chairperson;
 - (ii) all Professors of the school or department;
 - (iii) two Associate Professors of the school or department, by rotation;
 - (iv) two Assistant Professors of the school or department, by rotation; and
 - (v) two external experts to be co-opted for their specialised knowledge.
- (2) Subject to the overall control and supervision of the Academic Council, the functions of a Board of Studies shall be to approve subjects for research for various degrees and other requirements of research degrees and to recommend to the concerned School Board in such manner as may be prescribed by the rules of the institution deemed to be University regarding—
- (a) courses of studies;
 - (b) appointment of supervisors for research; and
 - (c) measures for the improvement of the standards of teaching and research.
- (3) The powers and functions of the Board of Studies shall be prescribed by the rules of the institution deemed to be University.
- 20. Selection Committee for appointment of teaching staff.**—There shall be one or more Selection Committees constituted, for making recommendations to the Executive Council for appointment to the post of Professors, Associate Professors, Assistant Professors and such other posts as may be prescribed, in accordance with the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018.
- 21. Disqualification.**—(1) A person shall be disqualified for being chosen as, and for being, a member of any of the authorities, or being appointed as, and for being, an officer, of the institution deemed to be University if—
- (a) if he or she is of unsound mind; or
 - (b) if he or she is an un-discharged insolvent; or
 - (c) if he or she has been convicted by a court of law for an offense involving moral turpitude and sentenced in respect thereof to imprisonment for not less than six months; or
 - (d) if he or she has not been appointed as per the provisions of these regulations.

- (2) If any question arises as to whether a person is or had been subjected to any of the disqualifications mentioned above, the question shall be referred to the Chancellor, and his or her decision shall be final and no suit or other proceedings shall lie in any civil court against such decision.

22. Miscellaneous matters relating to different authorities.— (1) If any question arises, as to whether any person, other than Government nominated or appointed, has been duly nominated or appointed as, or is, entitled to be a member of any authority or any committee of the institution deemed to be University, the matter shall be referred to the Chancellor, whose decision thereon shall be final and binding.

- (2) Any member, other than an ex-officio member of any authority, may resign by a letter addressed to the Registrar, and the resignation shall take effect as soon as it is accepted by the Chancellor or the Chairperson of the Executive Council, as the case may be.
- (3) Sudden vacancies among the members of any authority or any Committee of the institution deemed to be University shall be filled by the respective authority, as soon as may be, and within a period of six months.

23. Officers of institution deemed to be University.—

A. Chancellor: (1) The Chancellor shall hold office for a period of five years from the date of assuming office and shall be eligible for re-appointment for one more term by following the procedure prescribed for the appointment of the Chancellor:

Provided that the Chancellor in the institutions deemed to be Universities managed or controlled or receiving funds more than or equal to fifty per cent. of their annual receipt from the Central or State Government or its Agencies, shall be appointed by the respective Government and for other institutions deemed to be Universities, the Chancellor shall be appointed by the sponsoring body.

- (2) The Chancellor shall, by virtue of his or her office, be the head of the institution deemed to be University and shall, if present, preside at the Convocations of the institution deemed to be University held for conferring degrees.
- (3) In the case of Government controlled or managed or receiving funds more than or equal to fifty per cent. of their annual receipt, the Chancellor shall not be removed from office except by an order of the appropriate Government.

B. Vice-Chancellor: (1) The Vice-Chancellor shall be a whole-time salaried officer of the institution deemed to be University and shall be appointed by the Chancellor from a panel of three names suggested by a Search-cum-Selection Committee.

- (2) The qualifications of the Vice-Chancellor shall be in accordance with the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018.
- (3) The procedure for composition of Search-cum-Selection-Committee (SCSC) for the selection of Vice Chancellor shall be as under—
 - (a) the Vice-Chancellor in the institution deemed to be University managed or controlled or receiving funds more than or equal to fifty per cent. of their annual receipt from the Central or State Government or its Agencies shall be appointed by Central Government or the State Government, as the case may be.

- (b) in case of other institutions deemed to be Universities, the composition of the Search-cum-Selection Committee shall be as under—
 - (i) a nominee of the Chancellor, who shall be a reputed academician as the Chairperson of the Committee;
 - (ii) a nominee of the Chairman, University Grants Commission; and
 - (iii) an academician, with not less than ten years' service as Professor, nominated by the Executive Council.
- (4) The Vice-Chancellor shall hold office for a term of five years from the date on which he or she enters upon his or her office or until he or she attains the age of seventy years, whichever is earlier and shall be eligible for re-appointment for one more term by following the procedure prescribed for the appointment of Vice-Chancellor:

Provided that notwithstanding the expiry of the said period of five years, he or she shall continue in office until his or her successor is appointed and enters upon his or her office, however, in no case, the Vice-Chancellor shall hold office beyond the age of seventy years:

Provided further that the Chancellor may direct the Vice-Chancellor, after his or her term has expired, to continue in office for such period, not exceeding a total period of one year.

- (5) In the case of Government controlled or managed or receiving funds more than or equal to fifty per cent. of their annual receipt, the respective Government may direct the Vice-Chancellor, after his or her term has expired, to continue in office for such period, not exceeding a total period of one year.
- (6) If the office of the Vice-Chancellor becomes vacant due to death, resignation or otherwise, or if he or she is unable to perform his or her duties due to ill health or any other cause, the Pro-Vice-Chancellor shall perform the duties of the Vice-Chancellor:

Provided that if the Pro-Vice-Chancellor is unavailable, the Chancellor shall appoint the senior most Professor who shall perform the duties of the Vice-Chancellor, until a new Vice-Chancellor assumes office or the existing Vice-Chancellor resumes the duties of his or her office, as the case may be.

Provided further that, in the case of Central Government or State Government controlled or managed or receiving funds more than or equal to fifty per cent. of their annual receipt, if the Pro-Vice-Chancellor is unavailable, the Government shall appoint the senior most Professor or any other eminent academician to perform the duties of the Vice-Chancellor initially for a period of six months or until a new Vice-Chancellor assumes office or the existing Vice-Chancellor resumes the duties of his or her office, as the case may be.

- C. Powers and duties of Vice-Chancellor.—** (1) The Vice-Chancellor shall be the Principal Executive Officer and academic officer of the institution deemed to be University and shall exercise general supervision and control over the affairs of the institution deemed to be University and give effect to the decision of all authorities of the institution deemed to be University.
- (2) The Vice-Chancellor may, if he or she is of the opinion that immediate action is necessary on any matter, exercise any power conferred on any authority of the institution deemed to be University by or under these regulations and shall report to such authority at its next meeting the action taken by him or her on such matter:

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Provided that, if the authority mentioned in this sub-regulation is of the opinion that such action ought not to have been taken, it may refer the matter to the Chancellor whose decision thereon shall be final:

Provided further that any person in the service of the institution deemed to be University who is aggrieved by the action taken by the Vice-Chancellor under this regulation shall have the right to represent against such action to the Executive Council within ninety days from the date on which decision on such action is communicated to him and thereupon the Executive Council may confirm, modify or reverse the action taken by the Vice-Chancellor.

- (3) The Vice-Chancellor, if he or she is of the opinion that any decision of any authority of the institution deemed to be University is beyond the power of the authority conferred by the provisions of these regulations or that any decision taken is not in the interest of the institution deemed to be University, may ask the authority concerned to review its decision within sixty days of such decision and if the authority refuses to review the decision either in whole or in part or no decision is taken by it within the said period of sixty days, the matter shall be referred to the Chancellor whose decision thereon shall be final.
 - (4) The Vice-Chancellor shall be the ex-officio Chairperson of the Executive Council, the Academic Council and the Finance Committee and shall, in the absence of the Chancellor, preside at the Convocations held for conferring degrees to the students.
 - (5) The Vice-Chancellor shall be entitled to be present at, and address, any meeting of any authority or other body of the institution deemed to be University, but shall not be entitled to vote unless he or she is a member of such authority or body.
 - (6) It shall be the duty of the Vice-Chancellor to see that these regulations are duly observed and implemented and he or she shall have all the powers necessary to ensure such implementation.
 - (7) The Vice-Chancellor shall have all the powers necessary for the proper maintenance of discipline in the institution deemed to be University, and he or she may delegate any such powers to such person or persons, as he or she may deems fit.
 - (8) The Vice-Chancellor shall have the power to convene or cause to be convened the meetings of the Executive Council, the Academic Council, the Finance Committee, and other authorities.
- D. Removal of Vice-Chancellor.—** (1) Where there are reasons to believe that the Vice-Chancellor of an institution deemed to be University does not possess the qualifications as required under the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018, or is not appointed as per the procedure stipulated in these regulations or has committed any financial or administrative impropriety, the Chairman of Commission shall constitute an enquiry committee consisting of academic, administrative or financial experts to enquire into the matter.
- (2) On the directions from the Commission, the Chancellor shall place the Vice-Chancellor under suspension, pending an enquiry.
 - (3) The enquiry committee shall give an opportunity of hearing to the Vice-Chancellor before submitting its report to the Commission and where the report of the enquiry committee confirms the ineligibility or procedural violations or impropriety, as the case may be, the Commission shall direct the Chancellor to remove the Vice-Chancellor by following due procedure:

Provided that, in respect of the Vice-Chancellor of institution deemed to be University managed or controlled or receiving funds more than or equal to fifty per cent. of their annual receipt from the Central Government or State Government, the concerned Government shall constitute an enquiry committee which shall provide an opportunity of hearing to the Vice-Chancellor before submitting its report to the Government and in the interregnum period, the Government shall place the Vice-Chancellor under suspension, pending enquiry and the Vice-Chancellor shall be removed only by the concerned Government.

- (4) Notwithstanding anything contained in these regulations, the Chancellor may, at any time after the Vice Chancellor has entered upon his or her office, by order in writing, remove the Vice- Chancellor from office on the grounds of incapacity, misconduct or violation of these regulations:

Provided that the Chancellor shall make no such order unless the Vice-Chancellor has been given a reasonable opportunity of showing cause against the action proposed to be taken against him:

Provided further that the Chancellor may, at any time before making such order, place the Vice- Chancellor under suspension, pending an inquiry.

- (5) In case of an institution deemed to be University managed or controlled or receiving funds more than or equal to fifty per cent. of its annual receipt from the Central or State Government or its Agencies, the actions referred to in sub-regulations (1) to (4) shall have the approval of the appropriate Government.

- E. Pro-Vice-Chancellor.—** (1) On the recommendation of the Vice-Chancellor, the Executive Council shall appoint a Professor as Pro-Vice-Chancellor to discharge the duties of the Pro-Vice-Chancellor in addition to his or her duties as a Professor:

Provided that in case of Government controlled or managed or receiving funds more than or equal to fifty per cent. of their annual receipt, the Vice-Chancellor shall seek approval of the appropriate Government before appointing Pro-Vice-Chancellor:

Provided further that where the recommendation of the Vice-Chancellor is not accepted by the Executive Council, the matter shall be referred to the Chancellor, who may either appoint the Professor recommended by the Vice-Chancellor or ask the Vice-Chancellor to recommend name of another Professor for re-consideration by the Executive Council.

- (2) The term of office of the Pro-Vice-Chancellor shall be such as may be decided by the Executive Council, but it shall not, in any case, exceed five years or until the expiration of the term of office of the Vice-Chancellor, whichever is earlier:

Provided that the Pro-Vice-Chancellor whose term of office has expired shall be eligible for re-appointment by following the procedure prescribed for the appointment of Pro-Vice-Chancellor:

Provided further that the Pro-Vice-Chancellor shall, while discharging the duties of the Vice- Chancellor, continue in office, notwithstanding the expiration of his or her term of office as Pro-Vice-Chancellor, until the Vice Chancellor resumes office or a new Vice-Chancellor assumes office, as the case may be:

Provided also that, in any case, the Pro-Vice-Chancellor shall retire on attaining the age of sixty-five years.

- (3) The Pro-Vice-Chancellor shall have the powers and duties as may be prescribed by the rules of the institution deemed to be University.

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- (4) The Pro-Vice-Chancellor shall assist the Vice-Chancellor in respect of such matters as may be specified by the Vice-Chancellor on this behalf, from time to time, and shall also exercise such powers and perform such duties as may be assigned or delegated to him by the Vice-Chancellor.
- F. Registrar.—** (1) (a) The Registrar shall be a whole-time salaried officer of the institution deemed to be University and shall be appointed by the Executive Council on the recommendations of the selection committee consisting of the following:—
- (i) Vice-Chancellor - Chairperson;
 - (ii) one nominee of the Chancellor;
 - (iii) two members of the Executive Council nominated by it; and
 - (iv) one expert not in the service of the University to be nominated by the Executive Council.
- (b) The meeting of the selection committee shall be fixed after prior consultation with, and subject to the convenience of the Chancellor's nominee and the experts nominated by the Executive Council and the proceedings of the selection committee shall not be valid unless at least three of the Chancellor's nominees or persons nominated by the Executive Council attended the meeting.
- (2) The Registrar shall hold office for a term of five years from the date of assuming office and shall be eligible for re-appointment for a second term by following the procedure prescribed for Registrar:
- Provided that, the Registrar shall retire on attaining the age of sixty-two years and the emoluments and other terms and conditions of service of the Registrar shall be such as may be prescribed by the rules of the institution deemed to be University.
- (3) When the office of the Registrar is vacant or when the Registrar is, by reason of illness, absence, or any other cause, unable to perform the duties of his or her office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.
- (4) The Registrar shall be ex-officio Secretary of the Executive Council and the Academic Council, but shall not be deemed to be a member of any of these authorities.
- (5) The Registrar shall be directly responsible to the Vice-Chancellor and work under his or her direction.
- (6) The Registrar shall have the power to take disciplinary action against employees, excluding teachers and other academic staff, as may be specified in the order of the Executive Council and to suspend them pending inquiry, to administer warnings to them or to impose on them the penalty of censure or the withholding of increment:
- Provided that no such penalty shall be imposed unless the person has been given a reasonable opportunity of showing cause against the action proposed to be taken in regard to him or her.
- (7) An appeal shall lie to the Vice-Chancellor against any order of the Registrar imposing any of the penalties specified in sub-regulation (6).
- (8) In the case where the inquiry discloses that a punishment beyond the power of the Registrar is called for, the Registrar shall, upon the conclusion of the inquiry, make a report to the Vice-Chancellor along with his or her recommendations:

Provided that an appeal shall lie to the Executive Council against an order of the Vice-Chancellor imposing any penalty.

(9) It shall be the duty of the Registrar—

- (a) to be the custodian of the records, the common seal, and such other property of the institution deemed to be University as the Executive Council shall commit to his or her charge;
- (b) to issue all notices convening meetings of the Executive Council, the Academic Council, and any Committees appointed by those authorities;
- (c) to keep the minutes of all the meetings of the Executive Council, the Academic Council, and any Committees appointed by those authorities;
- (d) to conduct the official correspondence between the Executive Council and the Academic Council;
- (e) to supply to the Chancellor copies of the agenda of the meetings of the authorities of the institution deemed to be University as soon as they are issued and the minutes of such meetings;
- (f) to represent the institution deemed to be University in suits or proceedings by or against the University, sign powers of attorney and verify pleadings or depute his or her representative for the purpose;
- (g) to perform such other duties as may be specified in the rules of the institution deemed to be University or as may be required from time to time by the Executive Council or the Vice-Chancellor, as the case may be;
- (h) to enter into an agreement, sign documents, and authenticate records on behalf of the institution deemed to be University;
- (i) to make arrangements to safeguard and maintain the buildings, gardens, office, canteen, cars and other vehicles, laboratories, libraries, reading rooms, equipment and other properties of the institution deemed to be University; and
- (j) to conduct the official correspondence on behalf of the authorities of the institution deemed to be University.

G. Finance Officer.—(1) The Finance Officer shall be appointed by the Executive Council on the recommendations of a selection committee constituted for the purpose and he or she shall be a whole-time salaried officer of the institution deemed to be University.

- (2) The Finance Officer shall be appointed for a term of five years and shall be eligible for re-appointment by following the procedure prescribed for the appointment of the Finance Officer:

Provided that, the Finance Officer shall retire on attaining the age of sixty-two years.

- (3) The emoluments and other terms and conditions of service of the Finance Officer shall be such as may be prescribed by the Executive Council from time to time.
- (4) When the office of the Finance Officer is vacant or when the Finance Officer is, by reason of illness, absence or any other cause, unable to perform the duties of his or her office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.
- (5) The Finance Officer shall be ex-officio Secretary of the Finance Committee but shall not be deemed to be a member of such Committee.

- (6) The Finance Officer shall—
 - (a) exercise general supervision over the funds of the institution deemed to be University and shall advise it as regards its financial policy; and
 - (b) perform such other financial functions as may be assigned to him by the Executive Council or as may be prescribed by the rules of the institution deemed to be University.
 - (7) Subject to the control of the Executive Council, the Finance Officer shall—
 - (a) ensure that the limits fixed by the Executive Council for recurring and non-recurring expenditures for a year are not exceeded and that all amounts of money are expended on the purpose for which they are granted or allotted;
 - (b) be responsible for the preparation of annual accounts and the budget of the institution deemed to be university and for their presentation to the Executive Council;
 - (c) keep a constant watch on the state of the cash and bank balances and on the state of investments;
 - (d) watch the progress of the collection of revenue and advice on the methods of collection employed;
 - (e) ensure that the registers of buildings, land, furniture, and equipment are maintained and up-to-date and that stock-checking is conducted, of equipment and other consumable materials in all offices, departments, schools, faculties, centers and specialised laboratories;
 - (f) bring to the notice of the Vice-Chancellor un-authorised expenditure and other financial irregularities and suggest disciplinary action against persons at fault;
 - (g) call for from any office, department, school, faculty, centre, laboratory, etc. maintained by the institution deemed to be University any information or returns that he or she may consider necessary for the performance of his or her duties; and
 - (h) work under the direction of the Vice-Chancellor and shall be responsible to the Executive Council through the Vice-Chancellor.
- H. Controller of Examinations.—** (1) The Controller of Examinations shall be appointed by the Executive Council on the recommendations of a selection committee constituted for the purpose and he or she shall be a whole-time salaried officer of the institution deemed to be University.
- (2) The Controller of Examinations shall be appointed for a term of five years and shall be eligible for re appointment by following the procedure prescribed for the appointment of Controller of Examination:
Provided that the Controller of Examinations shall retire on attaining the age of sixty-two years.
 - (3) The emoluments and other terms and conditions of service of the Controller of Examination shall be such as may be prescribed by the Executive Council from time to time.
 - (4) When the office of the Controller of Examinations is vacant or when the Controller of Examinations is, by reason of illness, absence or any other cause, unable to perform the duties of his or her office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

- (5) The Controller of Examination shall arrange for and superintend the examinations of the institution deemed to be University in the manner as may be prescribed by the rules of the institution deemed to be University.
 - (6) The Controller of Examinations shall be a permanent invitee to the Academic Council.
 - (7) The Controller of Examinations shall ensure that all the specific directions of the Executive Council, Academic Council and Vice-Chancellor in respect of examination and evaluation are complied with.
- I. Dean.**— (1) The Departments dealing with allied subjects may be grouped into faculties or schools, etc., and every faculty shall be headed by a Dean.
- (2) Every Dean of the school or faculty shall be appointed by the Vice-Chancellor from amongst the Professors in the school or faculty, by rotation, for a period of two years:
Provided that if there is only one Professor or no Professor in a school or faculty, the Dean shall be appointed, for the time being, from amongst the Professor, if any, and the Associate Professors in the school or faculty.
 - (3) When the office of the Dean is vacant or when the Dean is, by reason of illness, absence or any other cause, unable to perform duties of his or her office, the duties of the office shall be performed by the senior-most Professor or Associate Professor, as the case may be, in the School.
 - (4) The Dean shall be the Head of the school or faculty or centre and shall be responsible for the conduct and maintenance of the standards of teaching and research in the school or faculty or centre and shall have such other functions as may be prescribed by the rules of the institution deemed to be University.
 - (5) The Dean shall have the right to present and speak at any meeting of the Board of Studies or Committees of the school or faculty or centre, as the case may be, but shall not have the right to vote there unless he is a member thereof.
- J. Head of the Department.**— (1) There shall be a Head of the Department or chairperson of the centre for each of the department or centre in the institution deemed to be University, who shall be appointed by the Vice-Chancellor from amongst the Professors of the department or centre:
Provided that if there is no Professor in the department or centre or there is only one Professor in the department or centre, whose term as Head of the department or chairperson of the centre is ending, the Vice Chancellor may appoint an Associate Professor as Head of the Department.
- (2) The term of the Head of the department or chairperson of the centre shall normally be two years and he or she shall be eligible for re-appointment for one more term by following the procedure prescribed for appointment of the Head of the department or chairperson of the centre.
 - (3) The powers and functions of the Head of the department or chairperson of the centre shall be prescribed by the rules of the institution deemed to be University.

24. Admission and fees structure.—

- A. Admission.**—Admission of students to the institution deemed to be University, public or self-financing, shall be strictly based on merit in the entrance exam conducted by a Government Testing Agency or the institution deemed to be University and as

prescribed by the appropriate statutory authority, wherever applicable and in case of no entrance examination, the admission of students to the institution deemed to be University may be made in the manner specified in the prospectus.

B. Fee structure.— (1) Donation or capitation fee in whatever nomenclature or form, either directly or indirectly, is strictly prohibited.

(2) The institutions deemed to be Universities shall follow the rules and regulations regarding fee structure, number of seats, etc., issued by the relevant statutory bodies and in case an institution deemed to be University offers different courses which come under the regulatory ambit of different statutory bodies, namely the University Grants Commission, the All India Council of Technical Education, National Medical Council etc., the rules and regulations regarding fee structure, number of seats, etc., issued by such statutory body concerned shall be applicable.

(3) The fee shall be fixed transparently, keeping in view non-profiteering or non-commercial aspects.

(4) The fee shall be collected as declared in the prospectus of the institution deemed to be University and with a proper receipt for such payment and the prospectus shall also state that donation or capitation fee in whatever nomenclature or form, either directly or indirectly, shall not be collected from the student or parent and in case of any grievance, the student or parent may submit their complaint to the institution deemed to be University.

(5) The institution deemed to be University may provide fee concession or scholarships or may allocate some seats to meritorious students belonging to socially and economically deprived groups of the society.

(6) The institution deemed to be University shall abide by all the University Grant Commission notifications, guidelines regarding the refund of fees and return of original certificates, as may be issued from time to time.

(7) Every institution deemed to be University shall maintain the records of the entire process of selection of candidates, exhibit such records on its website, and preserve such records for a minimum period of five years.

(8) The institution deemed to be University shall make available the prospectus on its website at least sixty days before the commencement of admissions, including fee structure, refund policy, number of seats in a programme, eligibility qualifications, admission process, etc.

(9) The institution deemed to be University shall not retain any original certificates of the students, faculty members, and staff.

25. Institution deemed to be University open to all.— (1) The institution deemed to be University shall be open to the persons of all genders and of whatever caste, creed, race or class, and it shall not be lawful for the institution deemed to be University to adopt or impose on any person, any test whatsoever of religious belief or profession in order to entitle him or her to be appointed as a faculty member of the institution deemed to be University or to hold any other office therein or to be admitted as a student in the institution deemed to be University or to graduate there at or to enjoy or exercise any privilege thereof:

Provided that nothing in this section shall be deemed to prevent the institution deemed to be University from making special provision for the employment or admission of women, persons with disabilities, or of persons belonging to the weaker section of the society and, in particular, of the Scheduled Castes, the Scheduled Tribes and the other socially and educationally backward classes of citizens.

Regulations on Establishment, Maintenance and Recognition of Institutions:

- (2) All policies and procedures, in matters of admission, fee, and employment as applicable to the university level public funded and self-financing institutions, respectively, shall apply.
- 26. Institution deemed to be University to be unitary.**— The institution deemed to be University shall be unitary in nature and shall not affiliate any other institution.
- 27. Reservation policy.**— Institution deemed to be University shall implement the policy on reservations in admissions and recruitment, in accordance with the provisions of the Constitution of India and any Act of Parliament for the time being in force and disclose all such information on its website.
- 28. Online or distance education.**— Institutions deemed to be Universities may offer courses online or distance courses or degrees in accordance with the regulations notified by the Commission from time to time.
- 29. Power to conduct enquiry and consequences for violation of regulations.**— (1) Where the Government or the Commission, as the case may be, receives information by way of a complaint or otherwise, that an institution deemed to be University has violated any of the provisions of these regulations, it shall cause to conduct an enquiry into the facts of such information after issuing a notice to the said effect to the institution deemed to be University.
- (2) The Commission may also cause an inspection, to be made by experts in matters of academics, administration, and finance regarding academic outcomes or any matter connected with the administration or finances of the institution deemed to be University for the purpose of the enquiry.
- (3) Based on the enquiry or through procedures mentioned in these regulations, if the Government or the Commission, as the case may be, is satisfied that the regulations have been violated, the institution deemed to be University shall be subjected to such action as provided in these regulations.
- 30. Consideration of proposals under previous regulations.**—All the applications for the declaration of an institution as an institution deemed to be a University, or for the approval for establishing off-campus centres or off shore campuses, that have been received by the Government or are pending or under process in the Commission prior to the date of publication of these regulations, as the case may be, shall be processed under the provisions of these regulations:
- Provided that the applicant may submit an undertaking in writing that such an application may be processed in terms of the regulations of the Commission governing an institution deemed to be University as were in force on the date of such application, and that, subject to the approval of the application under those regulations, the applicant shall comply with the provisions of these regulations within a period of six years from the date of approval, as the case may be, failing which the status of the applicant as an institution deemed to be University or status of the off-campus or off-shore campus shall be withdrawn.
- 31. Funds, Accounts, Audit, and Annual Report.**— (1) The books of accounts of the institution deemed to be University shall be maintained, managed, and operated in the name of the institution deemed to be University and not in the name of the sponsoring body or any other body; and, shall be kept in such form as may be specified by the Executive Council and conform to the rules or regulations, if any, prescribed by the Commission, in this regard.
- (2) Funds shall not be diverted at any time from the accounts of the institution deemed to be University to any other accounts, including to the accounts of the sponsoring body or to any otherbody.

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- (3) The institution deemed to be University shall get its books of accounts audited annually, separately published and uploaded on the website of the institution; and if such institution is funded by Central or State Government or through its Agencies fully or partially, then the accounts of such institution deemed to be University shall be open for examination by the Comptroller and Auditor General of India and the accounts of institution deemed to be University shall also, where required, be open for inspection by the Commission.
- (4) The annual financial statements and accounts shall be audited by a qualified professional, a Member or Fellow of the Institute of Chartered Accountants of India, to be appointed by the institution deemed to be University:

Provided that, the Commission may, on receipt of information regarding financial impropriety or embezzlement or illegal diversion of funds from the accounts of the institution deemed to be University; or of fees being collected against the provisions of these regulations, issue a notice directing the institution deemed to be University to show cause as to why an inspection, including a forensic audit, not be ordered in respect of the complaint, and after providing a reasonable opportunity to the respondent institution, the Commission may on being satisfied that there were sufficient grounds to proceed further, cause an inspection by a team of the Commission or may direct a forensic audit; the report of and the inspection team and the forensic audit report taken together shall form the basis for the Commission to take further action, as it may be deem fit, under these regulations including the recommendation for withdrawal of institution deemed to be University status, to the Government.

- (5) Annual Reports, Annual Financial Statements, and Audit Reports shall be uploaded on the institution deemed to be University website and also on the Commission's portal, after due approval by the Executive Council and the institution deemed to be Universities managed or controlled or funded by the Central or State Government shall submit a copy of the annual report, Annual Financial Statements and annual audit report to the respective Government.

32. Miscellaneous.— (1) The institution deemed to be University shall, as soon as may be, after the completion of the academic programme, and in no case later than one hundred and eighty days from the date of such completion, ensure that the degree, diploma, certificate, or any other qualification in respect of the programme of studies, is awarded and made available to students.

- (2) The institutions deemed to be Universities shall compulsorily create Academic Bank of Credits (ABC), identities of their students and upload their credit scores in digital lockers and ensure that the credit scores are reflected in ABC portal and adopt Samarth e-Gov.
- (3) No institution deemed to be University shall at any time enter into any franchise agreement or arrangement, either overtly or covertly, with any individual or organisation for establishing, maintaining, or operating the off-campus or off-shore campus or constituent units or course or programme of study or department or school or faculty of the institution deemed to be University except in the following cases, namely:—
 - (a) the institution deemed to be University, which is eligible under sub-regulations (1) and (2) of regulation 8 may enter into an agreement or arrangement, if—
 - (i) the establishment, maintenance, or operation of such institution is permitted under any Act of Parliament or the rules or regulations made there under; and

Regulations on Establishment, Maintenance and Recognition of Institutions:

- (ii) it has made an application under sub-regulation (3) of regulation 8, after following the procedure specified in these regulations
- (b) the campus to be established under such agreement or arrangement shall be—
 - (i) treated as an off-campus centre of the institution deemed to be University as long as such agreement or arrangement remains valid under such law; and
 - (ii) subject to similar standards of audit and disclosure as a not-for-profit entity as that of the institution deemed to be University;
- (c) the institution deemed to be University, which is eligible under regulation 8 may enter into an agreement or arrangement for practical training of students of a skill-oriented vocational courses, if such course is approved by the University Grants Commission or any other body established under any Act of Parliament.
- (d) twinning Programmes, Joint Degree Programmes, and Dual Degree Programmes shall be offered in accordance with the provisions stipulated in the University Grants Commission (Academic Collaboration between Indian and Foreign Higher Educational Institutions to offer Twinning, Joint Degree, and Dual Degree Programmes) Regulations, 2022.
- (e) the income and property of the institution deemed to be University shall be utilised solely for promoting the objectives of the institution deemed to be University.
- (f) the Commission shall have the power to issue directions to an institution deemed to be University for implementation of any public policy of the Government or in respect of any law in force, including appropriate directions in case of any violation of any law or policy by the institution deemed to be University.
- (g) no portion of the income and property of the institution deemed to be University shall be paid or transferred directly or indirectly, by way of dividend, bonus, or otherwise how so ever by way of profit to the persons who were at any time or are members of the institution deemed to be University or to any of them or any persons claiming through them:

Provided that nothing herein contained shall prevent the payment in good faith of remuneration to any member thereof or another person as consideration for any service rendered to the institution deemed to be University or for traveling or other allowances and such other charges.

- (h) in consultation with the Commission, the Government shall have the power to impose such other conditions, not inconsistent with these regulations, in the notification, and the same shall be binding on the institution deemed to be University.
 - (i) where an institution deemed to be University wishes to surrender its status of “institution deemed to be University”, it may do so with the prior permission of the Government; and similarly, withdrawal of any constituent units or off-campus or off-shore campus of the institution deemed to be University from the purview of an institution deemed to be University, shall require the sponsoring body to take the prior permission of the Government:

Provided that such surrender or withdrawal, as the case may be, shall take effect only after the last batch of students on the rolls of the institution deemed to be University or its constituent units, as the case may be, have been accorded the opportunity to qualify for the completion of the programme of study and award of degree.

Regulations on Establishment, Maintenance and Recognition of Institutions:

- (j) the institution deemed to be University shall furnish to the Central Government or the Commission such returns or other information with respect to its property or activities as the Central Government or the Commission may, from time to time, require, within such period as may be specified by the Central Government or Commission.
- (k) convocations of the institution deemed to be University for conferring the degrees or for other purposes shall be held in such manner as may be prescribed by the rules of the institution deemed to be University.
- (l) the Executive Council may, by a resolution passed by a majority of not less than two-thirds of the members present and voting, withdraw a degree of academic distinction conferred on, or any certificate or diploma granted to, any person by the institution deemed to be University for good and sufficient cause:

Provided that no such resolution shall be passed until a notice in writing has been given to that person calling upon him or her to show cause within such time as may be specified in the notice as to why such a resolution shall not be passed and until his or her objections, if any, and any evidence he or she may produce in support of them, have been considered by the Executive Council.

- (m) in the event of conflict of opinion with regard to the interpretation of these regulations, the opinion of the Commission shall be final.
- (n) with regard to institutions deemed to be Universities, the provisions contained in these regulations shall prevail in case of any inconsistency or conflicting provisions in any other regulations issued by the Commission under the provisions of the Act.

33. Legal proceedings.— (1) The Registrar may sue or be sued for the purpose of any legal proceedings against institution deemed to be University, who shall have the power to enter into agreements, sign documents and authenticate records on behalf of the institution deemed to be University, and have the powers to exercise such powers and perform such duties under the provisions of these regulations.

- (2) No suit or legal proceedings shall lie against the Government or the Commission in respect of any thing done or purported or intended to be done in pursuance of any of these regulations.

34. Consequences of the violations of regulations.— Where an institution deemed to be University is found to have violated the provisions of these regulations or any other applicable regulations of the Commission, it may be subjected to one or more of the following actions, namely:—

- (a) for violation of these regulations established by the enquiry committee set up by the Commission or Government, the institution deemed to be University shall be warned in writing with public notice or barred from any expansion in terms of diversification to new courses or programmes of study or departments and establishment of off-campus or off-shore campuses, for a period of three years or as recommended by the enquiry committee, whichever is higher;
- (b) continuous violation of regulations established by the enquiry committee set up by the Commission or the Government may result in closure of the courses or programmes of study or Departments and off campuses or constituent institutions or off-shore campuses or may result in withdrawal of the status of institution deemed to be University;

Regulations on Establishment, Maintenance and Recognition of Institutions:

- (c) in order to protect the interests of students in case of surrender or withdrawal of the status, as the case may be, shall take effect only after the last batch of students on the rolls of the institution deemed to be University or its constituent units, has been accorded opportunity to qualify for the completion of the programme of study and award of degree.

Prof. MANISH R JOSHI, Secy.

[ADVT.-III/4/Exty./146/2023-24]

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University Grants Commission
[Affiliation of Colleges by Universities] Regulations, 2009.

In exercise of the powers conferred by clauses (f) and (g) of Sub-Section (1) of Section 26 of the University Grants Commission Act, 1956, the UGC hereby makes the following Regulations, namely:

1. Short Title, Application and Commencement:

- 1.1. These Regulations may be called the UGC, [Affiliation of Colleges by Universities] Regulations, 2009.
- 1.2. They shall apply to all colleges seeking affiliation and already affiliated to the Universities in India established or incorporated by or under a Central Act, a Provincial Act. or a State Act.
- 1.3. They shall come into force with immediate effect.

2. Definitions: In these Regulations:

- 2.1. “affiliation” together with its grammatical variations, includes, in relation to a college, recognition of such college by, association of such college with, and admission of such college to the privileges of, a university;
- 2.2. “college” means any institution, whether known as such or by any other name which provides for a programme of study beyond 12 years of schooling for obtaining any qualification from a university and which, in accordance with the rules and regulations of the university, is recognized by the UGC as competent to provide for such programme of study and present students undergoing such programme of study for the examination for the award of such qualification;
- 2.3. “Commission” means the University Grants Commission established under the UGC Act;
- 2.4. “course” means one of the units which comprise a programme of study;
- 2.5. “Programme” / “Programme of study” means a higher education programme pursued for a degree specified by the Commission under Section 22(3) of the UGC Act;
- 2.6. “Statutory/Regulatory body” means a body so constituted by a Central/State Government Act for setting and maintaining standards in the relevant areas of higher education, such as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), National Council for Teacher Education (NCTE), Bar Council of India (BCI), etc.;
- 2.7. “student” means a person admitted to and pursuing a specified programme of study;

3. Eligibility Criteria for Temporary Affiliation:

- 3.1. The proposed college seeking affiliation, at the time of inspection by the university, shall satisfy the following requirements, or the requirements in respect of any of them prescribed by the Statutory/Regulatory body concerned, whichever is higher:
 - 3.1.1. undisputed ownership and possession of land measuring not less than 2 acres if it is located in metropolitan cities, and 5 acres if it is located in other areas;
 - 3.1.2. administrative, academic and other buildings with sufficient accommodation to meet the immediate academic and other space requirements as specified by the University concerned for each of the higher education course/programme with adequate scope for future expansion in conformity with those prescribed by the UGC/Statutory/Regulatory body concerned, taking care that all building constructed in the college are disabled friendly;

Regulations on Affiliation of Colleges by the Universities:

- 3.1.3. Academic building sufficient to accommodate the faculties, lecture/seminar rooms, library and laboratories with a minimum of 15 sq.ft. per student in lecture/seminar rooms/library and 20sq.ft. per student in each of the laboratories;
- 3.1.4. number of teaching and non-teaching staff as per University norms;
- 3.1.5. adequate civic facilities for essentials like water, electricity, ventilation, toilets, sewerage, etc. in conformity with the norms laid down by the Central/State PWD;
- 3.1.6. a library with at least 1000 books, or 100 books in different titles on each subject, whichever is more, of the proposed programmes to include both text books, and reference books, besides two journals per subject, along with a book bank facility for students belonging to the Schedule Castes, Scheduled Tribes and such other sections as may be specified by the UGC from time to time;
- 3.1.7. Necessary laboratory equipment as prescribed by the University/Statutory/Regulatory body concerned, for each of the higher education programmes;
- 3.1.8. a multi-purpose complex / an auditorium and facilities for sports, canteen, health care, separate common rooms and separate hostels for boys and girls as per the local requirements as decided by the University;
- 3.1.9. appropriate furniture for lecture/seminar rooms, laboratories, library, faculty rooms, rooms for administrative staff including the Principal, multi-purpose complex / auditorium, common rooms and hostel rooms, and for other facilities;
- 3.2 The college, if not run by the State Government.
 - 3.2.1. shall be managed by a duly constituted and registered Society or Trust;
 - 3.2.2. shall satisfy the University that adequate financial provision is available for running the college for at least three years without any aid from any external source. In particular, it shall produce evidence of creating and maintaining a Corpus fund permanently in the name of the college by way of irrevocable Government Securities of Rs. 15 lakh per programme, if the college proposes to conduct programme only in Arts, Science and Commerce, Rs. 35 lakh per programme or as prescribed by the relevant Statutory/Regulatory body, if it proposes to offer programmes, or FDRs for like amounts jointly held by the college and the University for a minimum lock in period of three years. The interest accrued out of it may be utilized by the college with the prior permission of the University for strengthening its infrastructure facilities;
 - 3.2.3. shall also provide an undertaking to the University that it has adequate recurring income from its own resources for its continued and efficient functioning.
- 3.3. The Registered Society/Trust in justified exceptional cases may be allowed to start the college for the first year of the programmes in a readily available building, with the condition that all other academic and administrative requirements are satisfied under the Regulations and the college shall complete the buildings per para 4.4.6 and other requirements cited in the detailed project report by the end of the second year and the college is moved completely to the proposed permanent building by the beginning of the third year, failing which the college shall not be granted renewal of temporary affiliation until the college moves to the permanent buildings. Under no circumstances, extension of time for this movement to the permanent building shall be granted by the University beyond five years.

- 3.4. The Registered Society/Trust proposing the college shall execute a bond:
- 3.4.1. to impart instruction only in the subjects and for the courses/programmes in the faculties for which affiliation has been granted by the University and shall not seek retrospective affiliation. All such courses/programmes shall follow the syllabi approved by the appropriate academic bodies of the University,
 - 3.4.2. to comply with all the provisions of the Act, the Statutes and the Ordinances, Rules and Regulations of the University formed in this regard;
 - 3.4.3. to follow the Rules, regulations and Guidelines of the Statutory/Regulatory bodies issued from time to time;
 - 3.4.4. to the effect that the number of teaching posts, the qualifications of teaching staff and their recruitment/promotion procedures as prescribed by the UGC and conditions of service shall be in accordance with the Statutes/Ordinance/Regulations of the University/State Government/UGC, and shall ensure imparting of adequate instruction to the students in the courses/programmes of studies to be undertaken by the college and that the Student-Teacher Ratio in the college shall be as per the UGC norms;
 - 3.4.5. to the effect that members of the teaching and non-teaching staff shall be regularly and fully paid in the pay scales along with applicable allowances as per the pay scales prescribed by the UGC/Central/State Govt. as the case may be from time to time,
 - 3.4.6. to the effect that appointment of members of the teaching and the non-teaching staff shall be made only on consideration of merit based on qualifications and experience prescribed for them and not by demanding or accepting any donation or other consideration;
 - 3.4.7. to the effect that the college shall obtain the eligibility approval of the appointed teaching staff from the University within three months of affiliation and shall report all changes in the teaching staff and all other changes that may affect the fulfilment of the conditions for affiliation to the University with a fortnight of changes coming into effect.
 - 3.4.8. to the effect that all fees to be charged from the students shall be as per the fee structure approved by the University based on the norms of the UGC from time to time;
 - 3.4.9. to the effect that the college shall not collect any capitation fee or donation in any form amounting to corrupt practices from or on behalf of any of its students or their parents/guardians except the prescribed fee and other charges as approved by the University based on the norms of the UGC;
 - 3.4.10. to the effect that no student shall be admitted to any programme of study by the college in anticipation of grant of affiliation or in excess of the number of seats sanctioned per programme of study by the University;
 - 3.4.11. to the effect that the college shall not without the previous permission of the University, suspend offering an already approved course/programme of study;
 - 3.4.12. to the effect that the academic and welfare activities of the students belonging to the Scheduled Castes, Scheduled Tribes and other disadvantaged groups, including minorities, wherever applicable shall be properly taken care of by the college.

Regulations on Affiliation of Colleges by the Universities:

- 3.4.13. to the effect that all registers and records, including audited statement of accounts, as required to be maintained under the Regulation / Orders of the UGC/ University/Government shall be maintained and made available as and when required for inspection.
- 3.4.14. to the effect that the college shall furnish all such returns and other information as the UGC/University/Government may require to enable it to monitor and judge the performance of the college with regard to maintenance of academic standards and shall take such action as the UGC/University/Government may direct to maintain the same;
4. Procedure for granting Temporary Affiliation:
 - 4.1 The application to start a new college and to get it affiliated to an University can be submitted by Central/State Government institutions and Registered Society/Trust.
 - 4.2 If the applicant is a Societies/Trust, it shall have been registered under Registration of Societies Act. the Trusts Act or any other Act of the Central / State Government on or before the date of submission of the application.
 - 4.3 The Government/Society/Trust which proposed to start the college and wishes to get it affiliated to the University in whose jurisdiction the location of college falls shall make an application within the stipulated time to the University in the prescribed proforma along with the prescribed fee in the form of Demand Draft drawn in favour of the Registrar of the University.
 - 4.4 The application shall be submitted with certified copies of the following documents:
 - 4.4.1 Registration of the Society/Trust along with details of Constitution and Memorandum of Association;
 - 4.4.2 Letter from the Computer Authority designated by the Government concerned for classification of land and its location as Metropolitan or other areas;
 - 4.4.3 Land Use Certificate from the Competent Authority designated by the Government concerned;
 - 4.4.4 Registered land / Govt leased land documents in the name of the applicant;
 - 4.4.5 Appropriate order from the Government Permitting the Society/ Trust to start the college with details of the course/ Programmes intended to be offered.
 - 4.4.6 Building Plan of the proposed college prepared by a registered Architect and approved by the Competent Authority designated by the Govt. Concerned;
 - 4.4.7 Registered documents by the registered Society/Trust earmarking land and buildings for the proposed college;
 - 4.4.8 Details of the latest fund position along with photocopies of relevant bank accounts, including the evidence of the Corpus Fund earmarked for the purpose as specified under Clause 3.2.2.
 - 4.4.9 Detailed Project Report giving
 - a) Background of the Society/Trust with reference to its experience in promoting , managing and operating educational institutions; details of its promoters including their background; its activities in the social, charitable and educational spheres since its inception and its Vision and Mission;

- b) Development plan for the college with timeline, spelling out its growth plan over the first 10 year period in terms of phasing of academic programmes, increase in students' intake and introduction of postgraduate programmes/ research, and the time schedule for stage-wise development of the academic infrastructure, like recruitment of faculty, and other support facilities, including student amenities, such as hostels, sports and recreational facilities;
 - c) Architectural master plan indicating the land use pattern including those for the future;
 - d) Policy with regard to faculty recruitment, retention and development;
 - e) Structure of academic and administrative governance;
 - f) Sources of financing of capital and operating expenditure, besides funds to be generated through students' fees; and
 - g) Resource projections and their utilization schedule.
- 4.5 The University shall make a preliminary scrutiny of the application, and if found satisfactory, issue a letter of intent, within two weeks from the date of receipt of the application by the university, to cause an inspection within a period of three months for physical verification.
- 4.6 The college shall be subjected to an inspection by the University through a committee of experts nominated by the Vice chancellor consisting of:
- 4.6.1 one Expert for each of the subject areas proposed.
 - 4.6.2 Dean, College Development Council, / an equivalent academician of the university.
 - 4.6.3 a representative of the higher education department of the Government not below the rank of Deputy Director, and
 - 4.6.4 an engineer from the PWD/CPWD or the University not below the rank of Executive Engineer.
- One of the subject experts at the level of Professor, as nominated by the Vice-Chancellor, shall be the Chairperson of the Committee.
- 4.7 The report of the inspection committee shall be submitted by the Chairperson to the University duly filled in and signed by all the members. The University shall process the report through its appropriate Bodies and decide to grant, or not to grant, temporary affiliation to the college, recording the reasons in writing for its decision within three months of inspection.
- 4.8 On the basis of the Infrastructure and other facilities available at the college, the University shall decide the number of seats for each programme in the college.
- 4.9 The Syndicate/Executive Council of the University shall be the ultimate to decide granting, or not granting, affiliation.
- 4.10 Continuation of temporary affiliation of the programmes of study and the college itself shall be granted by the University on a year to year basis through inspection process prescribed in these Regulations.
- 4.11 if the University decides not to grant affiliation to the college for reasons, recorded in writing, of its failure to meet the conditions/requirements for getting affiliation, the college may apply again if it fulfils the conditions/requirements subsequently, but not earlier than six months from the date of rejection of its earlier application.

5. Eligibility Criteria for Permanent Affiliation:

- 5.1 The college shall have completed at least five years of satisfactory performance after getting temporary affiliation and attained the academic and administrative standards as prescribed by the University/UGC/Statutory/Regulatory Body concerned from time to time.
- 5.2 The college shall have completed construction of buildings and all infrastructure/facilities as stipulated in the Regulations.
- 5.3 All the teaching and non-teaching staff are appointed on permanent (appointed on regular basis, in case of a Government college) on the UGC/Government scales of pay.
- 5.4 The college shall have a duly constituted College Council as per the norms.

6. Procedure for granting Permanent Affiliation:

- 6.1 A college which wishes to get permanent affiliation shall apply to the University any time after completing five years of temporary affiliation in the proforma along with the prescribed fee in the form of Demand Draft drawn in favour of the Registrar of the University.
- 6.2 The procedure for according permanent affiliation shall be the same as for granting temporary affiliation given in the Regulations.
- 6.3 If the University decides not to grant permanent affiliation to the college for reasons, to be recorded in writing, of its failure to meet the conditions/requirements for getting such affiliation, the college may apply again if it fulfills the conditions/requirements subsequently, but not earlier than six months from the date of rejection of its earlier application.

7. Eligibility to apply for addition of new programmes of study:

- 7.1 Any proposal for adding new programmes shall be considered by the University only after ensuring equitable distribution of facilities for higher education, having due regard, in particular, to the needs of the unserved, underdeveloped, rural, hilly, tribal and backward areas within its jurisdiction.
- 7.2 Any proposal for raising the existing under-graduate college to post-graduate studies level shall be considered by the University only after satisfactory completion of two years of the under-graduate programme and the proposed building, qualified faculty and other infrastructure facilities are fully created as per the Regulations.
- 7.3 Each application for addition of a new programme or for upgrading the existing programme to post-graduate level shall be accompanied by the prescribed fee in the form of Demand drafts drawn in favour of the registrar of the University.
- 7.4 The procedure for according temporary affiliation to additional programmes of study or for upgrading the existing programmes in the college shall be the same as prescribed under the Regulations for temporary affiliation.

8. Withdrawal of affiliation:

- 8.1 The privileges conferred on a college by affiliation may be withdrawn in part or in full, suspended or modified, if the college, on due enquiry, is found to have failed to comply with any of the provisions of the Act, the Statutes, the Ordinances, the Rules and Regulation or any other direction or instruction of the UGC/University/Statutory/Regulatory body concerned, or failed to observe any of the conditions of affiliation, or has conducted itself in a manner prejudicial to the academic and administrative standards and interests of the University.

Regulations on Affiliation of Colleges by the Universities:

- 8.2 If an affiliated college ceases to function or is shifted to a different location or is transferred to a different Society, Trust, individual or a group of individuals without the prior approval of the University, the affiliation granted to the college shall lapse automatically on such cease, shifting or transfer, as the case may be, and it shall be treated as a new college for the purposes of future affiliation. The University/Government shall have the duty to alleviate the educational future of the affected students in an appropriate manner as per its decision.
- 8.3 Without prejudice to the Regulations, the Commission on its own, or on the basis of any complaint or any other information or report from any other source, can cause an enquiry by the University in respect of a college, and after giving the college a reasonable opportunity of being heard, may pass an order under Section (12A) (4) of the UGC Act, prohibiting such college from presenting any student then undergoing such specified course/ programme of study therein to an university for the award of the qualification concerned and the affiliation of the college shall stand terminated as per Section (12A) (5) of the UGC Act.
- 8.4 If the University decides to withdraw the affiliation of the college, or the affiliation stands terminated by the order of the University temporarily or permanently, such decision shall not affect the interests of the students of the college who were on its rolls at the time of issue of the order till they pass out the normal duration of programmes to which they are registered at that time. The University/Government shall have the duty_____ alleviate the educational future of the affected students in an appropriate manner as per its decision.
- 9. Penalties on the Universities granting affiliation to sub-standard college or failure of universities /colleges to comply with the Regulations of commission:**
- 9.1 If any University grants affiliates to a college which does not fulfil the conditions/ requirements for affiliation as per the regulation, or if the University grants affiliation in contravention of the relevant provisions of the UGC Act and Regulations, the Commission may take such action as it may deem fit, including that of withholding the grants to the University and / or delisting the said University from the list of universities maintained by the Commission under Section 12B of the UGC.
- 9.2 If any college included under section 2(f) and receiving UGC Grants under section 12B is found guilty of violation of the Regulations, the Commission may take such action as it may deem fit, including that of withholding the grants to the college and / or delisting the said college from the list of colleges maintained by the Commission under Sections 2(f) and /or 12B of the UGC Act.

R.K CHAUHAN

Secy.

University Grants Commission

[Affiliation of Colleges by Universities] (1st Amendments) Regulation, 2012

All communications should be addressed to. the Secretary by designation and not by name

By Speed Post

No.F.1-7/2007(CPP-I/C)

20 April, 2012

The Registrar

All Universities (List attached)

Subject: University Grants Commission [Affiliation of Colleges by Universities]
(1st Amendments) Regulation, 2012

Sir,

I am enclosing a copy of the University Grants Commission [Affiliation of Colleges by Universities] (1st Amendments) Regulation, 2012 for your information and necessary action.

This may also be brought to the notice of colleges affiliated to your university.

Yours faithfully,

(M.K. Rewari)

Under Secretary

Encl: As above

Copy to:

1. Education Secretaries, all States/UT (list attached)
2. Publication Officer, UGC, New Delhi for posting on UGC website.
3. All the Joint Secretaries of UGC
4. PS to Chairman, PS to Secretary (5. All Regional Offices, UGC

(M.K. Rewari)

Under Secretary

Regulations on Affiliation of Colleges by the Universities:
University Grants Commission
(Affiliation of Colleges by Universities] (1st Amendments) Regulations, 2012.

NOTIFICATION

New Delhi, the 13th February, 2012

F. No. 1-7/2007 (CPP-1/C).—In exercise of the powers conferred by clauses 2 (f) and (g) of the Sub-section (1) of Section 26 of the University Grants Commission Act, 1956 the UGC hereby makes the following Regulations to amend the UGC [Affiliation of Colleges by Universities] Regulations, 2009, namely :-

1. Short Title, Application and Commencement:

- 1.1 These Regulations may be called University Grants Commission (Affiliation of Colleges by Universities] (1st Amendments) Regulations, 2012.
- 1.2 They shall come into force with immediate effect from the date of publication in the Gazette of India.

2. Definitions: In these Regulations :

1. After clause 2.4 in the definition the following clause shall be inserted.
“2.5 “grant-in-aid college” means a ‘college’ receiving grants from the Government for payment of salary of its employees;” Consequently the Nos. of existing clauses No. 2.5, 2.6 and 2.7 shall be read as 2.6, 2.7, 2.8 respectively in the definition.
2. In place of existing clause 2.6 of the UGC [Affiliation of Colleges by Universities] Regulations, 2009 the following clause shall be substituted.
2.7 “Statutory/Regulatory body” means a body so constituted by a Central/State Government Act for setting and maintaining standards in the relevant areas of higher education.

3. Eligibility Criteria for Temporary Affiliation:

1. In place of existing clause 3.1 of the UGC [Affiliation of Colleges by Universities] Regulations, 2009 the following clause shall be substituted.
“3.1 The proposed college seeking affiliation, at the time of inspection by the university, shall satisfy the following requirements, or the requirements in respect of any of them prescribed by the Statutory/Regulatory body concerned in the case of technical/professional courses only.”
2. In place of existing clause 3.1.1 of the UGC [Affiliation of Colleges by Universities] Regulations, 2009 the following clause shall be substituted.
“3.1.1 Undisputed ownership and possession of land free from any or all encumbrances measuring not less than 1.5 acres if it is located in mega cities, 2 acres if it is located in metropolitan cities and 5 acres if it is located in other cities:
Provided that this sub-clause shall not apply to colleges already affiliated to the Universities in India:
Provided further that the lesser land requirement in mega cities shall not compromise extracurricular/extra-mural curricular activities of the college:
Provided also that the requirement of 5 acres in hilly areas could be contiguous or upto three places which are not separated by more than 2 kilometres.”
3. In place of existing clause 3.1.3 of the UGC [Affiliation of Colleges by Universities] Regulations, 2009 the following clause shall be substituted.

Regulations on Affiliation of Colleges by the Universities:

“3.1.3 academic building sufficient to accommodate the faculties, lecturer/seminar rooms, library and laboratories with a minimum of 15 sq. ft. per student in lecture/seminar room/ library and 20 sq. ft. per student in each of the laboratories:

Provided that this sub-clause shall not apply to colleges already affiliated to the Universities in India.”

4. In place of existing clause 3.1.5 of the UGC [Affiliation of Colleges by Universities] Regulations, 2009 the following clause shall be substituted.

“3.1.5 adequate civic facilities for essential like water, electricity, ventilation, toilets, sewerage, etc. in conformity with the norms laid down by the Central/State PWD.”

5. After clause 3.1.5 the following clause shall be inserted.

“3.1.6 adequate measures for safety, security, pollution control, etc.”

Consequently the Nos. of existing clauses No. 3.1.6, 3.1.7, 3. 1.8 and 3.1.9 shall be read as 3.1.7, 3.1.8, 3.1.9 and 3.1.10 respectively in the definition.

4. **Procedure for Granting Temporary Affiliation:**

1. In place of existing clause 4.9 of the UGC [Affiliation of Colleges by Universities] Regulations, 2009 the following clause shall be substituted.

“4.9 The Syndicate/Executive Council of the University shall be the ultimate authority to decide granting, or not granting, affiliation.”

5. **Eligibility Criteria for Permanent Affiliation:**

1. After clause 5.4 the following clause shall be inserted.

“5.5 The College shall be accredited by NAAC or any other statutory accreditation agency by State/Central Government.”

9. **Penalties on the Universities granting affiliation to sub-standard colleges or failure of Universities/Colleges to comply with the Regulations of Commission:**

1. In place of existing clause 9.2 of the UGC [Affiliation of Colleges by Universities] Regulations, 2009 the following clause shall be substituted.

“9.2 If any college included under Section 2(f) and receiving UGC Grants under Section 12(B) is found guilty of violation of the Regulations, the Commission may take such action as it may deem fit, including that of withholding the grant to the college and/or delisting the said college from the list of colleges maintained by the Commission under Sections 2(f) and/or 12(B) of the UGC Act.”

N. ADIL KAZMI, Secy.

[ADVT. III/4/113/11-Exty.]

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Regulations on Affiliation of Colleges by the Universities:
University Grants Commission
[Affiliation of Colleges offering Technical Education by Universities]
Regulations, 2014.

NOTIFICATION

New Delhi, 28th February, 2014

F. No. 14-9/2013 (CPP-II) To promote and coordinate university education including technical education, and for the determination and maintenance of standards of teaching, examination and research in universities, especially in technical education and in view of the judgement of the Hon'ble Supreme Court vide Civil Appeal No. 1145 of 2004 and Civil Appeal Nos. 5736-5745 of 2004 whereby the authority of All India Council for Technical Education (AICTE) to grant approval to colleges, affiliated to universities, conducting technical education has been negated; the UGC, in exercise of powers conferred by Clauses (f) and (g) of Sub-section (1) of Section 26 read with Section 12 (d) of the University Grants Commission Act, 1956 hereby makes the following Regulations:

1. Short Title, Application and Commencement

- 1.1 These Regulations shall be called the UGC [Affiliation of Colleges offering Technical Education by Universities] Regulations, 2014.
- 1.2 They shall apply to all colleges offering technical education at degree level and seeking affiliation and/or already affiliated to the universities in India established or incorporated by or under a Central Act, a Provincial Act or a State Act.
- 1.3 These Regulations will be in addition to and not in derogation to the UGC [Affiliation of Colleges by Universities] Regulations, 2009 and its subsequent Regulations namely UGC [Affiliation of Colleges by Universities] (1st Amendment) Regulations, 2012 as notified on 13th February, 2012.
- 1.4 They shall come into force with immediate effect.

2. Definitions: In these Regulations

- 2.1 "Affiliation" together with its grammatical variations, includes, in relation to a college, recognition of such college by, association of such college with, and admission of such college to the privileges of a university;
- 2.2 "AICTE" means All India Council for Technical Education, established by the All India Council for Technical Education Act, 1987;
- 2.3 "College" means any institution, whether known as such or by any other name which provides for a programme of study beyond 12 years of schooling or beyond 03 years of diploma after 10 years of schooling for obtaining any degree from a university and which, in accordance with the rules and regulations of the university, is recognized by the UGC as competent to provide for such programme of study and present students undergoing such programme of study for the examination for the award of such qualification;
- 2.4 "Commission" means the University Grants Commission established under the UGC Act, 1956;
- 2.5 "NAAC" means National Assessment and Accreditation Council www.naac.org, an autonomous body under Section 12(ccc) of UGC Act, 1956;
- 2.6 "NBA" means National Board of Accreditation www.nbaindia.org, an autonomous body under Section 10(u) of AICTE Act, 1987;

Regulations on Affiliation of Colleges by the Universities:

- 2.7 “Technical College” means a college offering programmes in technical education;
- 2.8 “Technical Education” means programmes of education, research and training in the areas namely engineering & technology, architecture, town planning, pharmacy, applied arts & crafts, hotel management and catering technology, computer applications, and such other programmes or areas as the Central Government may, in consultation with the Commission, by notification in the Official Gazette, declare;
- 2.9 “University” means a university defined under clause (f) of Section 2 of the UGC Act, 1956.
3. **Norms & requirements for affiliation / renewal of affiliation of technical colleges by Universities**
 - 3.1 While according affiliation/renewal of affiliation to technical colleges, Universities shall follow the norms and guidelines as given in ANNEXURE to these Regulations. These are based on the prevailing AICTE norms and standards. No relaxation in these norms shall be permitted by any University.
 - 3.2 Universities shall ensure that a proposal for the purposes mentioned in para 2.2.2.1 of the ANNEXURE, from Technical Colleges meet the norms as prescribed therein.
4. **Mandatory accreditation of technical colleges seeking affiliation / renewal of affiliation from Universities**
 - 4.1 Universities shall ensure mandatory accreditation of the technical colleges by NAAC and their programmes by NBA as per relevant regulations of UGC as amended from time to time.
 - 4.2 Universities shall exercise utmost care and caution while affiliating new technical colleges. New technical colleges shall be granted affiliation subject to the condition that they furnish an undertaking to apply for assessment to NBA within six months from the date of issue of Letter of Intent (LoI).
 - 4.3 Universities shall ensure that all necessary approvals including ‘No Objection’ certificate are obtained by the promoter, be it government or private society/trust, before issuing LoI.
 - 4.4 All technical colleges which are more than six years old shall apply for accreditation to NAAC or NBA within six months of issue of these regulations.
 - 4.5 All technical colleges which are accredited by NAAC or whose programmes are accredited by NBA shall be considered for permanent affiliation subject to fulfilment of other conditions as laid down by the university concerned.
 - 4.6 Any issue regarding the applicability of the relevant norms and requirements by the university shall be referred to and decided by the Commission whose decision shall be final.
5. **Action in case of violations of Regulations**
 - 5.1 Every affiliating university shall submit a compliance report concerning the provisions of these Regulations, in respect of all the affiliated technical colleges, to UGC annually. This report shall also be placed on the university’s website.
 - 5.2 If any university grants affiliation to a technical college which does not fulfil the conditions/requirements for affiliation as per the extant UGC Regulations, the Commission shall take such action as it may deem fit, including that of withholding the grants to the university and / or delisting the said university from the list of universities maintained by the Commission under Section 12B of the UGC Act.

Regulations on Affiliation of Colleges by the Universities:

- 5.3 If any technical college included under Section 2(f) and receiving grants from the Commission under Section 12B of the UGC Act is found guilty of violation of these regulations, the Commission shall take such action as it may deem fit, including that of withholding the grant to the technical college and / or delisting the said technical college from the list of colleges maintained by the Commission under Sections 2(f) and/or 12B of the UGC Act.
- 5.4 In addition to above, an affiliating university shall initiate action against defaulting colleges providing technical education as outlined at section (5) of the ANNEXURE to these Regulations.

UPAMANYU BASU, Secy.(i/c)

[ADVT III/4/Exty./113/13]

1. Additional Definitions in this Annexure

- 1.1 “Architect” means an architect registered with the Council of Architecture established under the Architects’ Act, 1972;
- 1.2 “Autonomous College”, means a college which is declared as such by the Commission;
- 1.3 “Compliance Report” means the report submitted by a college complying with the requirements as set by the university from time to time;
- 1.4 “Foreign Student” means a student who possesses a foreign passport and fulfils eligibility requirements for admission;
- 1.5 “Minority Institution” means an institution established or maintained by a person or a group of persons belonging to a minority community, recognized as such by the Central Govt./concerned State Government / UT Administration;
- 1.6 “Programme of Study” means a higher education programme pursued for a degree specified by the Commission under Section 22 of the UGC Act;

2. Norms and procedures for affiliation by University for a new college offering technical education, change of site / location, closure of a college offering technical education, conversion of a Women’s College into Co-ed College.

- 2.1 A college proposing to offer technical education shall first seek affiliation from the university before starting the academic activities.
- 2.2 For the above purpose, the university shall follow the norms and procedures as outlined below.

2.2.1 Introduction

A new college proposing to offer technical education can be created by introducing one or more programmes housed either in one or separate buildings.

- 2.2.1.1 New college shall be granted affiliation when it is on one contiguous plot of land except for those in North Eastern and other Hilly states where it can spread into 3 pieces of land, not far from one another, by more than 1 Km.
- 2.2.1.2 New college offering technical education shall not be established and / or started without prior affiliation from the university.
- 2.2.1.3 New technical programme(s) shall not be started in existing colleges without prior affiliation from the university.
- 2.2.1.4 The college shall not permit admission of students to a technical programme which is not affiliated by the university.
- 2.2.1.5 Applicants shall apply only when the building for the purpose of college is complete as per the infrastructure requirements without any deficiency at the time of submission of the application form to the university.

2.2.2 Seeking affiliation of the University for

2.2.2.1

- a) Setting up a new college offering one or more technical education at Degree and Post Graduate Degree Level;
- b) Adding new technical education at Degree and Post Graduate Degree Level in existing technical colleges;
- c) Change of site / location;
- d) Closure of the college;

- e) Conversion of women's technical college into co-ed college.
- 2.2.2.2 Requirements and Eligibility Criteria For new college
- a) A society registered under the Societies Registration Act, 1860 through the Chairman or Secretary of society or
 - b) A trust registered under the Charitable Trusts Act, 1950 or any other relevant act(s) through the Chairman or Secretary of the trust or
 - c) A company established under Section 25 of Companies Act 1956.
 - d) Central or State Government / UT Administration or by a society or a trust registered by them.
- 2.2.2.3 The above bodies as mentioned in a, b, c and d may be a body, formed under Public Private Partnership (PPP) or under Build-Operate-Transfer (BOT) mode through a competent authority of Central or State Government / UT Administration.
- 2.2.2.4 The applicants fulfilling the following conditions on or before the last date prescribed for receipt of application by the university shall be eligible to apply.
- a) The promoter society / trust / company of a new technical college shall have the land as required and prescribed in its lawful possession with clear title in the name of the promoter society / trust / company on or before the date of submission of application.
Provided that, it shall be open for the promoter society / trust / company to mortgage the land only after the receipt of letter of affiliation only for raising resources for the purpose of development of the technical college situated on that land.
 - b) Land requirement for technical college shall be as mentioned in Appendix 4.1
The plot of land under consideration shall be contiguous, having no obstacles, like river, canals, rail tracks, highways, or any other such entity hampering continuity of land.
While establishing a new technical college, the total land requirement shall be the sum total of individual land requirement of respective technical programmes of study.
Where sufficient FSI / FAR is available, minimum land requirement shall be determined by the programme which requires maximum land among all programmes offered in the technical college. In such a case, only MCA programme shall be allowed to be built on an existing Engineering / Technology / Pharmacy / Architecture / Hotel Management and Catering Technology college provided sufficient FSI/FAR is available along with other norms and standards being met.
Further, where sufficient FSI / FAR is available, minimum land requirement being determined by the programme which requires maximum land among all programmes offered in the technical college, in addition to MCA Programme, Arts and Crafts Programme shall be allowed to be built on an existing Architecture college provided sufficient FSI / FAR is available along with other norms and standards being met.
FSI / FAR certificate shall be obtained from the Competent Authority as designated by Municipal Corporation concerned or the local

authority that approves building plans, or the State Government / UT, as the case may be.

Land use certificate shall be obtained from the Competent Authority as designated by concerned State Government / UT.

Land conversion certification shall be obtained from the Competent Authority as designated by concerned State Government / UT.

- c) Building plan of the technical college shall be prepared by an Architect registered with Council of Architecture and approved by the Competent Authority as designated by State Government / UT administration concerned.

Instructional area requirements as stated in Appendix 4 shall be applicable for each programme which will be run in the technical college. However, there may be central facilities such as, Central Library with Reading Rooms, Central Computing Centre, etc.

- d) Administrative area requirements as stated in Appendix 4 shall be applicable for a technical college.
- e) Amenities area requirements as stated in Appendix 4 will be applicable for a technical college.
- f) Circulation area of 25% of sum of instructional, administrative and amenities area is desired for covering common walkways, staircases, entrance lobby and other similar areas.

2.2.2.4.1 (i) Central Library with Reading Room

Refer Programme wise area requirement in para 4.2.1 of Appendix 4.

When number of Programme in the technical college is more than one, minimum area requirement would be 400 sq m. When 1st shift / single shift intake considering all programme-courses is more than 420, minimum area requirement would be 600 sq m.

(ii) Computer Centre

Refer Programme wise area requirement in para 4.2.1 of Appendix 4.

When number of programme in the technical college is more than 1, minimum area requirement would be 150 sq m. When 1st shift / single shift intake considering all programme-courses is more than 420, minimum area requirement would be 200 sq m.

- (iii) Administrative area requirements as stated in Appendix 4 will be applicable for technical college.
- (iv) Amenities' area requirements as stated in Appendix 4 will be applicable for technical college.
- (v) Circulation area of 25% of sum of instructional, administrative and amenities area is desired for covering common walkways, staircases, entrance lobby and other similar area.

2.2.2.5 The fund position of the applicant college in the form of FDRs* and bank accounts in nationalised bank or scheduled commercial banks recognised by Reserve Bank of India shall be as under on the date of scrutiny.

Regulations on Affiliation of Colleges by the Universities:

	Programme proposed (Degree and Post Graduate Degree)	Total minimum funds required, (Rs. in lakhs) as proof of operational expenses	Total FDRs (Rs. in lakhs) in the name of institution as a proof of financial security
a	Engineering & Technology	100	30
b	Pharmacy	50	15
c	Hotel Management & Catering Technology	50	15
d	Architecture	50	15
e	Applied Arts & Crafts	50	15
f	MCA	50	15

**for a period of 10 years*

Provided further that in case of an application for multiple programme, the minimum fund shall be calculated by adding the amounts specified for each programme

2.2.2.6 Each programme shall have separate teaching faculty as per existing qualifications and norms defined for respective programme.

2.2.2.7 Requirement of Computers, Software, Internet and Printers for each programme shall be as given in Appendix 5.

2.2.2.8 Requirement of laboratory equipments and experiments for each programme shall be as given in Appendix 5.

2.2.2.9 Requirement of books and library facilities for each programme shall be as given in Appendix 5.

2.2.2.10 Acquisition of desirable E- Journals is given in Appendix.

2.2.2.11 Requirement of essential and desired service requirements shall be as given in Appendix 6.

2.2.3 Submission of Application

2.2.3.1 a) A unique Identification Number shall be allotted by the university to each new applicant for setting up a new college as per prescribed rules.

2.2.3.1 b) Processing Fee for

Setting up new technical college offering one or more technical programme at Degree / Post Graduate Degree Level

Adding new technical programme/s at Degree / Post Graduate Degree Level in existing technical colleges

2.2.3.2

	Type of technical college applied for	Processing Fees* (Rs. in lakhs)
a	Minority technical college	2.0
b	Technical college set up exclusively for women	2.0
c	Technical college set up in North Eastern States and other Hilly areas	2.0
d	All other technical colleges	3.0
e	Government / Govt. aided / Central University / State University	Nil

**The expenses on account of TA/DA, honorarium and hospitality of experts shall be borne by the university out of the funds collected as processing fees*

Regulations on Affiliation of Colleges by the Universities:

2.2.3.2.1 Processing Fees for Change in Site / Location, Closure of Institute and conversion of Women College to Co-Ed college.

Type of technical College	Change in site/Location (Rs.in lakhs)	Closure of Institute (Rs.in lakhs)	Conversion of Women college to co-ed college (Rs. in lakhs)
Minority Technical college	1.0	1.0	1.0
Technical college set up in North Eastern States and other Hilly areas other than Government / Govt. aided/ Central University / State University	1.0	1.0	1.0
Technical college set up exclusively for women other than Government/Govt. aided / Central University/ State University	1.0	1.0	1.0
All other technical colleges except Government / Govt. aided/ Central University/ State University	1.5	1.5	1.5
Government / Govt. aided / Central University / State University	Nil	Nil	Nil

2.2.2.3 Policy of the State Government

The applications for establishing new colleges and extension of affiliation for existing colleges may be considered by the university concerned as per the policy of the State Government.

2.2.2.4 Change of Site / Location

a) Conditions for Permission

A technical college shall be considered for change of site/location if it is already an affiliation college.

b) Procedure

1. The existing technical college seeking change of site / location shall apply for extension of affiliation as per regulations.
2. The application shall be processed as per procedure of affiliation for new technical college. It shall be necessary to provide built up area as per norms required to conduct all existing courses.
3. In the event of permission by the university for change of site / location, the equipments, library and other movable property in the existing college may be shifted to new site/ location and the permission for activities on existing location shall cease.

Regulations on Affiliation of Colleges by the Universities:

4. The change of site / location shall be effected only on receipt of permission in respect of new location.
5. Request for permission for partial shifting shall not be considered.
6. On permission of new location, all activities of college shall be necessarily carried out at new location.
7. Any violation in this respect may lead to withdrawal of affiliation and the technical college shall not be allowed to continue its activities in either locations.
8. Applicant shall need to submit all documents as required for affiliation of new technical college. Following additional documents shall be submitted while seeking permission for change of site / location of the existing college;
 - No Objection Certificate (NOC) from State Government
 - Resolution of the Society/Trust/Company seeking permission for change of site / location of the existing college

2.2.2.5 Closure of technical college

a) Conditions for permission

- The technical college shall be closed completely in one instance and no partial or progressive closure shall be allowed at the first year level. However the subsequent years of working shall lapse at the end of each academic year respectively.
- There shall be no charge-sheet filed or pending court case/s against the technical college.

b) Procedure

The university affiliated technical college seeking closure of the said college shall apply for the closure as per the Regulations.

An Expert Committee shall visit the location of the technical college to verify

- Status of students already studying in the technical college
- Status of faculty and staff in the technical college
- Any other liabilities of the technical college
- Pending court cases and serious charges, violation of norms, pending ragging cases against the college.

The closure of the technical college shall be effected only on receipt of permission of the university.

The applicant shall be required to make arrangements for video recording of visit and make available internet facility, computer, printer and scanner. Applicant shall need to submit all documents as required for permission of closure of technical college. Following additional documents shall be submitted while seeking permission for closure of the college;

- No Objection certificate (NOC) from state Government
- Resolution of the Society/Trust/Company seeking closure of the existing college.

2.2.2.6 Conversion of Women's technical college to Co-ed technical college

a) Eligibility

The technical college shall be a university affiliated existing technical college.

b) Conditions / Documents for Permission

- A certificate stating that admissions for three consecutive years are less than 40% of sanctioned intake, issued by Competent Admission Authority.
- A certificate stating the actual enrolment of students for the last three consecutive years, issued by the Registrar of the affiliating university.
- Resolution of the Trust / Society / Company for conversion from women's technical college to Co-ed technical college.
- NOC of the State Government.
- Additional money deposit as per norms for Co-ed technical college.
- Land related documents to be submitted as per the Regulations.

c) Procedure

A technical college seeking conversion from women's college to co-ed college shall also apply for extension of affiliation as per regulations

The application shall be processed as per procedure of affiliation for new technical college. It shall be necessary to provide built up area as per norms required to conduct all existing courses.

The conversion from Women's College to Co-ed College shall be effected only after accord of affiliation in respect of conversion.

2.2.4 Evaluation of application by Scrutiny Committee

2.2.4.1 The applications shall be evaluated by a Scrutiny Committee constituted by the Executive Council (or known by any other name) of the university.

2.2.4.2 An Officer of the university will assist the committee and place relevant records and documents before the committee and make necessary arrangements for conduct of the meetings. However, he will not be part of the committee.

2.2.4.3 The Scrutiny Committee will invite all applicants for presentation of their proposals. Applicants may adhere to given scrutiny schedule and not to remain absent for scrutiny.

If the applicant remains absent for a scrutiny, then, in no circumstances, whatsoever, their applications / proposals shall be taken up for a scrutiny. Applicants shall produce original documents along with attested copies at the time of scrutiny.

2.2.4.4 Based on the recommendations of the Scrutiny Committee, the deficiencies, if any, shall be communicated to the applicant Society / Trust / Company through web portal.

2.2.4.5 Applicants who are communicated deficiencies at the scrutiny level shall apply for appeal within a period of 15 days from the date of receipt of rejection.

2.2.4.6 Applications which are found to be in order in all respects by the Scrutiny Committee will be processed further.

2.2.4.7 The attested copies of original documents shall be retained by the committee.

2.2.4.8 All applicants recommended for Expert Committee visit by the Scrutiny Committee, shall be communicated the date of Expert Committee visit.

2.2.5 Evaluation of Application by Expert Committee

2.2.5.1 An Expert Committee constituted by the university shall visit the proposed premises of the technical college to verify

- readiness with respect to Appendix 4 i.e. instructional, administrative and amenities area requirements for technical college.
- readiness with respect to Appendix 5 i.e. computers, printers, software, internet, laboratory equipments and books, journals, library facilities for technical college.
- readiness with respect to Appendix 6 i.e. essential and desired requirements for technical college.
- progress related to appointment of Principal and faculty with respect to the norms, standards and conditions prescribed by the university.

2.2.5.2 The Expert Committee will verify the physical and infrastructural facilities of the applicant college.

2.2.5.3 An officer of the university will assist the committee and make necessary arrangements for conduct of the Expert Committee visit. However, he will not be part of the committee.

2.2.5.4 Expert Committee shall have access to the report of the Scrutiny Committee.

2.2.5.5 Expert Committee shall verify actual availability of equipments, computers, printers, software, internet, book titles, book volumes, subscription of national & international e-journals. Mere presentation of purchase orders/ payment records for subscription etc. without actual availability shall not be considered.

2.2.5.6 Expert committee shall also verify documents in original as in Appendix 13 and Video as in Appendix 14 with respect to actual infrastructure visited.

2.2.5.7 The applicant college will arrange for video recording with date and time of the entire proceedings of the Expert Committee visit, which will form part of the Expert Committee report.

2.2.5.8 The Expert Committee shall submit to the university;

- Its report in the prescribed format of the visit.
- Attested copies of all documents.
- Video recording of Expert Committee visit.
- Attendance sheet duly signed / digitally authenticated by the Expert Committee members, and representatives of applicant Society/Trust present during the visit.

2.2.6 Financial norms

2.2.6.1 The total amount in case of establishment of a technical college shall be calculated by adding the amounts specified for each programme applied for.

The amount deposited by the technical college shall remain with the university for at least 10 years which may be extended as per the regulations.

The interest accrued on this deposited amount shall be credited to the university.

- 2.2.6.2 The principal amount shall be returned to the Society / Trust / Company on expiry of the term. However, the term of the deposited amount could be extended for a further period as may be decided on case to case basis and / or forfeited in case of any violation of norms, conditions, and requirements and / or non-performance by the technical college and / or complaints against the technical college.

2.2.7 Grant of affiliation

- 2.2.7.1 The recommendations of the Expert Committee for further process of issuance of temporary affiliation or otherwise shall be placed before the Executive Council of the university.
- 2.2.7.2 Executive Council after considering the recommendations of the Expert Committee, shall take a final decision at its meeting on grant of temporary affiliation or otherwise.
- 2.2.7.3 Further, based on the decision of the Executive Council, letter of temporary affiliation or letter of rejection shall be issued by an officer authorized by the university.
- 2.2.7.4 Validity of the letter of temporary affiliation, if issued, shall be for two academic years from date of issue of letter.
- 2.2.7.5 The permanent affiliation can be considered only after the accreditation of NAAC/NBA has been obtained by the College.

2.2.8 Appointment of Principal and teaching staff in newly affiliated technical college

- 2.2.8.1 New technical colleges granted letter of affiliation and the existing technical colleges granted affiliation for introduction of new programme(s), shall comply with appointment of teaching staff and Principal as the case may be, as per relevant UGC Regulations regarding minimum qualifications and pay scale etc, and other technical supporting staff & administrative staff as per the schedule prescribed by the university.
- Technical colleges shall appoint supporting technical and administrative staff strictly in accordance with the methods and procedures of the affiliating university, State Government concerned.
- The information about the appointments of staff in the prescribed format shall also be uploaded on the web portal of university.
- In no circumstances, unless the appointment of all teaching and other staff is in place, the technical colleges shall start the courses.

2.2.9 Appeal Procedure

Procedure for submission of appeal and evaluation by the Standing Appeal Committee, constituted by the Executive Council (or known by any other name) of the university, for applications rejected at the scrutiny stage

- 2.2.9.1 The technical college, if aggrieved by the decision of university on its application seeking affiliation at the scrutiny stage, may submit an appeal stating facts and grounds of appeal, within a period of 15 days from the date of receipt of the letter/order/decision of the university.

Provided further that for the purpose of this provision, the date of communication, in case of signed hardcopy of the letter, shall be the date of receipt of such communication sent by university and in case of communication of decision through e-mail, or short messaging service (SMS) or fax, the date of communication shall be the date of dispatch of the communication by university.

The appeal of the technical college will be considered by the Standing Appeal Committee ordinarily within a period of 15 days from the date of receipt of the appeal. The Standing Appeal Committee may devise its own procedure for the purpose of consideration of the appeal.

The decision of the Standing Appeal Committee shall be communicated within a period of 10 days from the date of decision of the Standing Appeal Committee and such decision of the Standing Appeal Committee and communication thereof including date of communication shall be reported to the university in its next meeting for information.

The appeal schedule shall be notified by the University.

- 2.2.9.2 Applicants may be advised to adhere to given Standing Appeal Committee schedule and not to remain absent for appeal.

If the applicant remains absent for appeal, then in no circumstances whatsoever, their application / proposal shall be taken up by the Standing Appeal Committee and such technical colleges, if they so desire, may apply afresh for the next academic session.

Such technical colleges remaining absent for any reason whatsoever shall not be entitled for any further appeal.

- 2.2.9.3 An officer of the university shall place the records before the Standing Appeal Committee. A representative of the technical college shall be invited to place the point of view of the technical college before the Standing Appeal Committee for consideration.

- 2.2.9.4 The Standing Appeal Committee at its discretion may recommend a re-scrutiny for verification of the claims made by the applicant Society / Trust / Company.

- 2.2.9.5 The Scrutiny Committee during re-scrutiny shall verify only the deficiencies pointed out by the Scrutiny Committee as per the norms and standards.

- 2.2.9.6 Applications which are found to be in order in all respects by the re-scrutiny Committee will be processed as per procedure.

- 2.2.9.7 The report of the re-scrutiny Committee, if not found in order, shall be placed along with the views of the Competent Authority before the Standing Appeal Committee for review and then place before the university for consideration.

- 2.2.9.8 The letter of rejection shall be issued by the Registrar of the university or an officer authorised by the university.

- 2.2.9.9 In case of rejection of the proposal, it shall be open for the applicant to make a fresh application as prescribed by the university.

2.2.10 Procedure for submission of appeal and evaluation by the Standing Appeal Committee

- 2.2.10.1 The technical college, if aggrieved by the decision of university on its application seeking affiliation of technical college, may submit an Appeal stating facts and ground of Appeal, within a period of 15 days from the date of receipt of the letter/order/decision of the university on their application.
Provided further that for the purpose of this provision, the date of communication, in case of signed hardcopy of the letter, shall be the date of receipt of such communication sent by university and in case of communication of decision through e-mail, or short messaging service (SMS) or fax, the date of communication shall be the date of dispatch of the communication by university.
- 2.2.10.2 The Appeal of the technical college will be considered by the Standing Appeal Committee of university, ordinarily, within a period of 15 days from the date of receipt of the Appeal and for the purpose of consideration of the Appeal, the Standing Appeal Committee may devise its own procedure.
- 2.2.10.3 The decision of the Standing Appeal Committee shall be communicated within a period of 10 days from the date of decision of the Standing Appeal Committee.
Such decision of the Standing Appeal Committee and communication thereof including date of communication shall be reported to the university in its next meeting for information.
- 2.2.10.4 The appeal schedule shall be notified by the university.
- 2.2.10.5 Applicants may be advised to adhere to given Standing Appeal Committee schedule and not to remain absent for Appeal.
If the applicant remains absent for Appeal, then, in no circumstances whatsoever, their applications / proposals shall be taken up by the Standing Appeal Committee in view of constraint of time for the given academic year and such technical colleges, if it so desires, may apply afresh for the next academic session.
Such technical colleges remaining absent for any reason whatsoever shall not be entitled for any further appeal.
- 2.2.10.6 An officer of the university shall place the records before the Standing Appeal Committee. A representative of the technical college shall be invited to place the point of view of the technical college before the Standing Appeal Committee for consideration.
- 2.2.10.7 The Standing Appeal Committee at its discretion may recommend an Expert Committee visit for verification of the claims made by the applicant Society / Trust / Company after the Visit stage or reject the appeal, as the case may be.
- 2.2.10.8 The Expert Committee, if recommended by the Standing Appeal Committee, shall verify all the requirements of setting up a new technical college / programme as per the existing norms.
This report shall prevail over all the earlier expert committee reports that may have been submitted earlier.

- 2.2.10.9 The report of the Expert Committee shall be placed before the Standing Appeal Committee for review and then placed before the university for consideration.
- 2.2.10.10 However, if differences exist in the Expert Committee reports, they shall be deliberated by the university and the decision of the university shall be final and binding on the technical college.
- 2.2.10.11 Based on the deliberations, the university may recommend issue of letter of affiliation or letter of rejection to be issued by an officer authorised by the university.
- 2.2.10.12 In case of rejection of the proposal, it shall be open for the applicant to make a fresh application.

2.2.11 Time Schedule for processing of applications

The affiliating university shall notify through a Public Notice published in the leading newspapers and through uploading on the university web-portal regarding cut off dates for various purposes including receipt of applications and processing thereof from time to time. The time schedule mentioned in the Public Notice shall be final and binding.

The last date of submission of application form shall mean submission of application and of paying slip not later than the last date as mentioned in the time schedule for this purpose.

3. Norms and procedures for affiliation through prescribed Application Form for the following:

- Extension of affiliation to existing college
- Increase / reduction in intake in existing course(s)
- Adding course(s) in existing programme(s)
- Closure of programme(s) / course(s)
- Mandatory provision of supernumerary seats for Tuition Fee Waiver (TFW)
- Introducing / continuing / discontinuing supernumerary seats for Persons of Indian Origin (PIO)
- Introducing / continuing / discontinuing seats for sons/daughters of Non- Resident Indians (NRIs)
- Change of name of the college
- Second shift programmes
- Part time programmes

- 3.1 For the above purposes, the university shall follow the norms and procedures as outlined below.

3.3.1 Introduction

3.3.3.1 Technical college offering technical education shall not continue technical courses or programmes beyond the specified period of affiliation given by the University.

3.3.3.2 Each technical college offering technical programme at Degree / Post Graduate Degree level shall submit an application to the university, every year, for extension of affiliation of course(s) offered by the technical college,

Provided that, in case(s) of accredited course(s), the period of affiliation for such course(s) shall be for the complete period of accreditation unless the period of affiliation is determined early or curtailed by the university after issuing appropriate show cause notice in this regard.

Provided further that affiliation is granted for the complete period of accreditation, the technical college shall submit application annually for extension of affiliation to the university. The university shall monitor for fulfilment of all norms by the technical college and in the event of non-fulfilment, the university shall initiate penal action as per these regulations.

3.3.2 Submission of application

3.3.2.1 The existing technical college shall submit the request in a form prescribed by the university.

3.3.2.2 The college may submit an application to the university for –

- a extension of affiliation to existing technical college
- b increase / reduction in intake in existing course(s)
- c adding course(s) in existing programme(s) d closure of programme(s)/ course(s)
- e mandatory provision of supernumerary seats for TFW
- f introducing / continuing / discontinuing supernumerary seats for PIO
- g introducing / continuing / discontinuing seats for sons/daughters of NRIs
- h change of name of the technical college

3.3.2.3 The processing fee shall be paid to the university as prescribed by these Regulations.

3.3.3 Technical colleges fulfilling norms and standards as mentioned below will be entitled to allotment of programme(s) as follows.

- 3.3.3.1
- a All technical colleges shall be eligible for a maximum of two divisions (or two changes) within the definition of division / programme / level.
 - b One course per programme per level in First Shift alone can be added in addition to 3.1a on account of accreditation.
 - c No increase shall be given in programme(s) running as division(s) in an existing technical college.
 - d Any technical college / Society / Trust / Company or a member belonging to these if charge-sheeted, shall not be considered for extension of affiliation unless they are acquitted.
 - e No increase shall be given to technical colleges where a FIR / CBI / CVC / any other investigation agency / anti-ragging / punitive action initiated by university for any violation in the norms and standards where enquiries are pending.

Application of such technical colleges shall be processed through an authorised committee of the university and the report shall be placed before the Executive Council for further process of issuance of letter of affiliation or rejection.

In case of rejection, the applicants shall file an appeal which shall be placed before the Standing Appeal Committee for further action.

Regulations on Affiliation of Colleges by the Universities:

3.3.3.2 Grant of affiliation is based on self disclosure of required facilities and infrastructure availability as submitted in the application.

An affidavit sworn before First class Judicial Magistrate or Notary or an Oath Commissioner that the technical college has required facilities and infrastructure as per the provisions of this regulations and in the absence of which the university is liable to invoke the provisions, both civil and / or criminal as per the regulations in place, is to be submitted.

3.3.3.3 Processing fees for various applications of Degree, Post Graduate Degree proposed to be offered by a technical college shall be as under:

(Amount in lakhs)

Type of Institution	Extension of affiliation		Increase in intake/additional course in 1st and, or 2nd shift	Introduction of 2nd shift, Part time programmes	Introduction or continuation of PIO seats	Introduction or continuation of NRI seats	Reduction in intake/ Closure of course/ programme	Change of name of institute
	Extension of affiliation	Amount of Late Fee						
Minority Institution	0.75	2.0	0.75	2.0	2.0	2.0	0.75	0.75
Institution set up In Hilly Area in North Eastern States	0.75	2.0	0.75	2.0	2.0	2.0	0.75	0.75
Institution setup exclusively for women	0.75	2.0	0.75	2.0	2.0	2.0	0.75	0.75
All other Institutions	1.0	2.0	1.0	3.0	3.0	3.0	1.0	1.0
Government /Govt. added/ Central University / State University	Nil	2.0	Nil	Nil	Nil	Nil	Nil	Nil

3.3.3.4 Above fees are applicable irrespective of number of division(s) / course(s) applied for Increase / Closure.

3.3.3.5 Submission of an application for Extension of Affiliation on or before the last date as mentioned in the schedule is mandatory.

3.3.4 The affiliated technical college may expand its activities by adding additional course(s) / division(s), in the 1st and / or 2nd shift in the existing programme for -

- increasing demand of technically skilled personnel
- increase utilization of infrastructure available at the technical colleges
- facilitate cost effective education to masses through increased utilization of infrastructure available at the technical colleges
- enabling faculty to pursue PG Education
- enabling students to enrol full time for technical education with staggered timings.

3.3.5 Application for introduction of course(s) / division(s) shall be considered in accordance with these Regulations and on fulfilment of the requirement of zero deficiency.

3.3.6 Separate division in 2nd year of Engineering / Technology courses for admitting Diploma and B.Sc. Degree holders shall be allowed with following conditions:

- This division considered as a part of sub clause 3.1 (a) shall be allowed in the courses already available in the technical colleges.
- Provision for foreign nationals / Persons of Indian Origin (PIO) / children of Indian workers in Gulf Countries shall not apply to this division.
- Lateral entry supernumerary seats shall not apply to this division.
- Admission procedure for these seats shall be decided by concerned State Government / UT authorities.
- The technical college shall have zero deficiency.

3.3.7 Document verification in case of Change of Name, Reduction in Intake / Closure of Course

Applicants shall submit the following along with the application form.

- NoC of state Government
- Governing Body resolution

Procedure

1. Scrutiny Committee shall verify the correctness of the documents.
2. If the documents are accepted, then university shall consider the application further.
3. No new programme(s) / course(s) or increase in intake shall be allotted in lieu of closed programme(s) / course(s)

3.3.8 Procedure for permission and allotment of intake in 2nd Shift

3.3.8.1 Permission for additional Divisions in second shift shall be considered with the views of State Government / UT and on fulfilment of following conditions

The technical college shall have zero deficiency.

The total intake of UG & PG in the 2nd shift shall be governed by the following conditions.

- One division or variation in any of the existing course(s) at the Under Graduate level; and/or
- two divisions or variations in any of the existing course(s) at the Post Graduate level; and/or

Notwithstanding the above, in the second shift, no technical college shall be eligible for more than 50% of total intake in first / general shift.

No supernumerary seats shall be allotted to 2nd Shift Programmes.

3.3.8.2

- i). 2nd shift shall necessarily require exclusive teaching staff as per norms specified by the university. It shall also have separate technical, administrative and supporting staff at required positions.
- ii). Additional laboratory equipments needed especially for PG programme, shall be procured and made available as per norms.
- iii). Availability of Dean at the level of Professor in the 2nd shift to supervise overall functioning of 2nd shift shall be mandatory.

- iv). The course of a programme in the second shift shall be affiliated subject to the same being run in the first / general shift.

3.3.9 Procedure for permission of part-time programmes

3.3.9.1 Part time means activities conducted in evening time i.e. 5.30 pm to 9.30 pm (six days a week) wherever first / general shift working exists. Part-time programmes are only for working professionals or professionals with at least two years of work experience.

3.3.9.2 Objective

To facilitate technical colleges to respond to the felt need of providing technical education to working personnel who may have, for some reason, missed out on a formal technical education, earlier in their career and wish to make up for the same.

To provide an opportunity to working personnel to enhance their qualifications, competence by enhanced skill formation.

3.3.9.3 Need

1. Increasing demand of technical skilled personnel.
2. Increase utilization of infrastructure available at the existing technical college.
3. Facilitate cost effective education to masses through increased utilization of infrastructure available at the technical college.
4. Enabling faculty to pursue technical education.
5. Enabling students to enrol part-time for technical education with staggered timings.

3.3.9.4 Duration of the part-time programme

As per the relevant rules and curriculum of the affiliating university.

3.3.9.5 Academic Structure

1. The syllabus (course work) shall be the same as used for a full time programme and as prescribed by the affiliating university.
2. Additionally, there shall be an industry based live orientation at an appropriate level of at least 45 days, for industry-skill enhancement.
3. There shall also be a major project leading to mini dissertation with a span of requirement of at least seventy man-hours of work.

3.3.9.6 Procedure for permission and allotment of intake in part-time programmes

1. Permission for part-time programme(s) shall be considered with the views of the State Government / UT and on fulfilment of following conditions.
2. The technical college shall have zero deficiency as per the report generated.
3. The total intake of UG & PG in the part- time technical programmes shall be governed as below.
 - One division or variation in any of the existing course(s) at the Under Graduate level; and / or
 - Two divisions or variations in any of the existing course(s) at the Post Graduate level; and / or

Notwithstanding the above, in the part-time programme(s), no technical college shall be eligible for more than 50% of total intake in first / general shift.

No supernumerary seats shall be allotted to part-time programme(s)

3.3.9.7 Eligibility of the candidate to be admitted

1. For all other programme(s), a candidate with a diploma in relevant programme only is eligible.
2. However, in addition, the candidate shall have a minimum of two years full time work experience in a registered firm / company / industry / educational and/or research technical college / any Government Department / Government Autonomous Organisation in the relevant field in which admission is sought.
3. A letter shall be furnished by the employer stating that the candidate is being sponsored to seek admission to the respective course. The employer should also indicate that the candidate will not be withdrawn midway till the completion of the course.

3.3.9.8 Rules for allotment

1. Part-time working shall necessarily require exclusive teaching staff as per norms specified in Appendices 7 and 8 of these Regulations. It shall also have separate technical, administrative and supporting staff at required positions.
2. Additional laboratory equipments needed especially for PG programme, shall be procured and made available as per norms.
3. Availability of Dean at the level of Professor in the part-time programme(s) to supervise overall functioning of part-time programme shall be mandatory.
4. The part-time programme(s) shall be approved subject to the same being run in the first / general shift.
5. No part-time course(s) will be sanctioned for those already running in 2nd shift.

3.3.9.9 Faculty requirements

1. 50% faculty from general shift may be engaged for the evening shift.
2. 20% core staff to be appointed for each part time course i.e. minimum one Associate Professor and two Assistant Professors.
3. 30% faculty may be engaged as guest faculty from neighboring industries / R&D organizations / Government Technical Colleges.

3.3.10 The university shall allow programmes / courses / divisions in technical colleges in the 2nd shift subject to fulfilment of conditions as prescribed above.

3.3.11 Tuition Fee Waiver scheme (TFW)

3.3.11.1 Introduction

- a The Scheme shall be applicable to all affiliated technical college(s) offering Bachelor Programmes of Three / Four years duration
- b Seats up to maximum of 5 percent of sanctioned intake per course shall be available for these admissions. These seats shall be supernumerary in nature.
- c The competent authority for admissions shall be the same as for regular admissions.
- d The scheme shall be mandatory for all technical colleges affiliated by the University.

3.3.11.2 Eligibility

- a Students, whose parents annual income is less than Rs. 6.00 lakhs from all sources, shall only be eligible for seats under this scheme.
- b The Waiver is limited to the tuition fee as approved by the State Level Fee Committee for self-financing technical colleges and by the Government for the Government and Government aided technical colleges. All other fee except tuition fees will have to be paid by the beneficiary.
- c State Admission Authority shall invite applications under this category, make a separate merit list for this category and effect admissions on the basis of the merit list so generated.

3.3.12 Supernumerary quota for Foreign Nationals / Persons of Indian Origin (PIO) / Children of Indian Workers in Gulf Countries/NRI shall be determined in accordance with the policy of the Govt. of India/UGC from time to time.

4 Un-approved Colleges

- 4.1 No college shall offer programme(s) and course(s) in technical education without the affiliation of the university concerned.
- 4.2 Any college offering technical education without following prescribed procedure of the university shall be treated as an un-approved college.
- 4.3 Every university shall maintain a list of un-approved colleges offering programme(s)/ course(s) in technical education based on the information received and verified by the university and shall also inform the UGC and general public about the same from time to time.
- 4.4 All un-approved colleges, as categorized in 4.2 above, shall submit an application under Regulation 3 of these Regulations before admitting any subsequent batch of students and no ex-post-facto permission shall be considered by the university.
- 4.5 Students who are admitted prior to affiliation by the university, will not have any right for re-admission and will have to fulfil all the requirements for admission as prescribed by the competent admission authority of the university.
- 4.6 The colleges conducting course(s) / programme(s) in technical education, in temporary location or at location not approved by the university, shall be liable for action for closure and other appropriate action as per Regulations against defaulting Societies / Trusts / Companies / associated Individuals as the case may be.
- 4.7 No degree level course(s) / programme(s) other than those permitted by the university shall be run in the same premises sharing the same facilities.
- 4.8 The university shall initiate appropriate penal, civil and / or criminal action against such defaulting colleges / Societies / Trusts / Companies / Associated Individuals as the case may be.

5. Action in case of violation of Regulations

- 5.1 Any college running any programme / course in technical education in violation of these Regulations, shall be liable to initiation of appropriate action including Penal Civil action such as, for example, withdrawal of affiliation, if any, and / or criminal action by the university against defaulting Societies / Trusts / Companies / Associated Individuals and / or the college, as the case may be.

Regulations on Affiliation of Colleges by the Universities:

- 5.2 If any college contravenes any of the provisions of these Regulations, the university after making such inquiry as it may consider appropriate and after giving the college concerned, an opportunity of being heard, under appropriate regulations, may withdraw affiliation from the concerned college / programme / course.
- 5.3 In case of such a withdrawal, the operations of the said college / programme / course shall not be started again before completion of two academic years from the date of such a withdrawal.
- 5.4 Whenever the affiliation of a college has been withdrawn, the restoration shall be as per the procedure for setting up a new college as defined in Regulation 3 these Regulations.
- 5.5 The colleges shall submit the applications for affiliation or extension of affiliation in the prescribed format along with the enclosures to the affiliating university each year for extension of affiliation by the university sufficiently in advance before the expiry of affiliation. However, the college shall submit a compliance report on yearly basis.
- 5.6 In case of non-submission / submission of incomplete application for affiliation or extension of affiliation or non-submission of compliance report, the college shall be liable to one or more of the following action(s) by the university:
- suspension of permission for supernumerary seats for one academic year
 - no admission status in one / more courses for one academic year
 - withdrawal of affiliation for programme(s) / course(s)
 - withdrawal of affiliation of the college
- 5.7 Excess admissions over the sanctioned intake shall not be allowed under any circumstances. In case any excess admission is reported to / noted by the university, the college shall be liable to one or more of the following actions by the university:
- excess admission fee amounting to five times of the total fees collected per student shall be levied against each excess admission.
 - suspension of permission for supernumerary seats for one academic year
 - no admission status in one / more courses for one academic year
 - withdrawal of affiliation of programme(s) / course(s).
 - withdrawal of affiliation of the college.
- Amount in respect of excess admission fee shall be remitted to the university as per instructions issued by the university.
- 5.8 College not having qualified Principal for a period of more than 18 months is liable to be placed under “No Admission” status for one academic year by the university.
- 5.9 College not maintaining prescribed Faculty: Student ratio, not adhering to pay scales, or qualifications prescribed for teaching staff for more than 12 months, shall be liable to one or more of the following action(s) by the university :-
- suspension of permission for supernumerary seats, if any for one academic year
 - No admission status in respective course(s) for one academic year
 - withdrawal of affiliation in the respective course(s)
 - withdrawal of affiliation of the college
- 5.10 College not maintaining prescribed computers, printers, software, internet, laboratory, equipment and books, journals, library facilities shall be liable to one or more of the following actions by the university.

- suspension of permission for supernumerary seats, if any for one academic year
 - No admission status in one / more courses for one academic year
 - withdrawal of affiliation for programme(s) / course(s)
 - withdrawal of affiliation of the college
- 5.11 College not maintaining other prescribed essential requirements shall be liable to one or more of the following action(s) by the university.
- suspension of permission for supernumerary seats, if any, for one academic year
 - No admission status in one / more courses for one academic year
- 5.12 College not fulfilling prescribed built up area requirements shall be liable to one or more of the following action(s) by the university:
- suspension of permission for supernumerary seats, if any, for one academic year
 - No admission status in one / more courses for one academic year
 - withdrawal of affiliation for programme(s) /course(s)
 - withdrawal of affiliation of the college
- 5.13 College not following guidelines issued by the university regarding refund of fees on cancellations of admissions or delaying refunds shall be liable to one or more of the following action(s) by the university:
- fine for non-compliance of refund of fees levied against each case shall be twice the total fees collected per student.
 - No admission status in one / more courses for one academic year
 - Withdrawal of affiliation for programme(s) / course(s)
 - suspension of permission for supernumerary seats, if any, for one academic year
- 5.14 Procedure for restoration against punitive actions
- 5.14.1 A college may apply for restoration to the university along with the application for extension of affiliation of the next academic year.
- 5.14.2 The Expert Committee shall verify all the requirements as per the requirements of the university.
- 5.14.3 Permission for restoration or maintenance of status-quo may be granted by the Executive Council / Board of Management / Syndicate based on the recommendation of the Expert Committee.
- 5.14.4 The university may prescribe procedure for appeal in case of a decision not acceptable to the College.

6. Norms & Requirements

- 6.1 The duration and entry level qualifications for various technical programmes such as Under Graduate Degree Programme, Post Graduate Degree Programme, Dual Degree Programmes and Integrated Programmes shall be as provided in Appendix 1.
- 6.2 The list of approved titles of courses at Under Graduate Degree Programme, Post Graduate Degree Programme in Engineering & Technology / Pharmacy / Architecture / Town Planning / Hotel Management & Catering Technology and Applied Arts & Crafts and such other programmes is provided in the Appendix 2.

Provided that if any Institution wishes to propose any new course/ programme, prior permission by the university shall be necessary.

Regulations on Affiliation of Colleges by the Universities:

- 6.3 The colleges shall follow Norms for Intake and Number of Courses at Under Graduate Degree Programme and Post Graduate Degree Programme level as provided in the Appendix 3.
- 6.4 The colleges shall follow Norms for Land and Building Space requirements as provided in the Appendix 4.
- 6.5 The colleges shall follow norms for books, journals, library facilities, computer, printers, software, internet, and laboratory equipment is provided in the Appendix 5.
- 6.6 The colleges shall follow norms for other essential and desired requirements as provided in the Appendix 6.
- 6.7 Cadre ratio as given in Appendix 7 shall be ordinarily maintained.
- 6.8 The colleges shall follow norms for faculty requirements at under graduate, post graduate level as provided in the Appendix 7 and Appendix 8.

- 6.9 Diploma holders and B.Sc. degree holders shall be eligible for admission to second year Engineering degree courses up to a maximum of 20% of sanctioned intake (30% for institutions of states belonging to special category as defined by the Central Government), which will be over and above, as supernumerary to the approved intake.

Provided that students who have completed Diploma course in Architectural Assistantship & Town Planning shall be eligible for admission to second year Architecture degree courses up to a maximum of 20% of sanctioned intake (30% for institutions of states belonging to special category as defined by the Central Government), which will be over and above, as supernumerary to the approved intake.

Provided further that students who have completed Diploma course in Pharmacy shall be eligible for admission to second year Pharmacy degree courses up to a maximum of 20% of sanctioned intake, which will be over and above (30% for institutions of states belonging to special category as defined by the Central Government), supernumerary to the approved intake.

In addition to above vacant seats (S) in a course, $S = SI - (SI - C - F + B)$, and if $S > 0$, may also be available to Diploma holders and B Sc Degree holders for lateral entry where,

SI = Sanctioned Intake

C = No. of cancellations at the first year level (see * below)

F = No. of students not eligible for admission to second year as per rules/rules by affiliating University (see * below)

B = No. of students who belong to earlier batches who have become eligible for admission to second year as per rules / rules by affiliating University (see * below)

*Students admitted against any type of supernumerary seat/s shall not be considered in C, F or B.

The concerned State Admission Authority shall decide modalities for these admissions.

- 6.10 Students who have completed Diploma and Post Diploma course in Architectural Assistantship & Town Planning shall be eligible for admission to the first year Architecture degree course. The concerned State Admission Authority shall decide modalities for these admissions.
- 6.11 Provided further that Students who have completed Diploma and Post Diploma course

in Pharmacy shall be eligible for admission to the first year Pharmacy degree course.

The concerned State Admission Authority shall decide modalities for these admissions.

6.12 Subscription of E-Journals (desirable) is at Appendix 9.

6.13 Format for Detailed Project Report for establishment of a new college is at Appendix 10.

6.14 Composition of Committees is at Appendix 11.

6.15 Documents to be submitted for setting up new college are at Appendix 12.

6.16 Documents to be submitted for various approvals are at Appendix 13.

6.17 Composition of Board of Governors / Management is at Appendix 14.

7. Grievance Redressal

In case of any dispute between a college and the university on the outcome of the affiliation process followed by the university, the parties would be free to approach the UGC, which may arbitrate in the matter for resolving the issue. The decision of the UGC, in this regard, shall be binding on the parties.

8. Applicability of all UGC Regulations / Guidelines

For issues not covered in the present Regulations, the relevant UGC Regulations / Guidelines, namely, UGC Regulations on Prevention of Ragging, 2009, etc. shall be applicable to all colleges offering technical education.

Appendix 1

Duration and Entry Level Qualifications for the technical programmes Under Graduate Degree Programmes

SI.	Program	Duration	Eligibility
1	Engineering & Technology	4 Years	<p>Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the subjects- Chemistry / Biotechnology / Biology</p> <p>Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together</p>
2	Engineering & Technology	Lateral entry to second year	<p>Passed diploma examination from a board / university approved institution; with at least 45% marks (40% in case of candidates belonging to reserved category) in appropriate branch of Engineering / Technology.</p> <p>Passed B.Sc. degree from a recognized university as defined by UGC, with at least 45% marks (40% in case of candidates belonging to reserved category) and passed XII standard with mathematics as a subject.</p> <p>Provided that in case of students belonging to B. Sc. stream, shall clear the subjects of Engineering Graphics / Engineering Drawing and Engineering Mechanics of the first year engineering program along with the second year subjects.</p> <p>Provided further that, the students belonging to B. Sc. stream shall be considered only after filling the supernumerary seats in this category with students belonging to the diploma stream.</p> <p>E) Provided further that students, who have passed diploma in Engineering & Technology from an university approved institution or B. Sc degree from a recognized University as defined by UGC, shall also be eligible for admission to the first year Engineering degree courses subject to vacancies in the first year class in case the vacancies at lateral entry are exhausted. However, the admissions shall be based strictly on the eligibility criteria as mentioned in A, B, D, and E above.</p>
2(a)	Engineering & Technology (Dual Degree programme with Bachelor and Masters Degrees)	5 years	<p>Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the subjects-</p> <p>Chemistry / Biotechnology / Biology</p> <p>Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together</p>

Regulations on Affiliation of Colleges by the Universities:

3	Pharmacy	4 Years	Passed 10+2 examination with Physics and Chemistry as compulsory subjects along with one of the subjects- Mathematics / Chemistry / Biotechnology / Biology. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together
4	Architecture	5 Years	Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the subjects- Chemistry / Engineering Drawing / Computer Science / Biology. Obtained at least 45% (40% in case of candidate belonging to reserved category) marks in the above subjects taken together
5	Hotel Management and Catering Technology	4 Years	Should have passed 10+2 examination. Obtained at least 45% (40% in case of candidate belonging to reserved category) at the qualifying examination
6	Applied Arts & Crafts	5 Years	Should have passed 10+2 examination. Obtained at least 45% (40% in case of candidate belonging to reserved category) at the qualifying examination
7	All Programs other than Engineering and Technology	Lateral entry to second year	Passed diploma examination in a programme from a board / university approved institution, with at least 45% marks (40% in case of candidates belonging to reserved category) in appropriate Program.
8	All Programs other than Engineering and Technology	Entry to First year	Provided further, those students, who have passed diploma examination in a Program from a board / university approved institution, shall also be eligible for admission to the first year at an appropriate program subject to vacancies in the first year class in case the vacancies at lateral entry are exhausted. However, the admissions shall be based strictly on the eligibility criteria as mentioned above.

1.1 The candidates as in 1.1, except 1.1-2, 1.1-7, will, however, be required to qualify at the Entrance Test conducted by the competent authority

Post Graduate Degree Programmes

SI.	Program	Duration	Eligibility
1	MCA	3 Years	Recognized Bachelor's degree of minimum 3 Yrs duration with Mathematics at 10+2 level. Obtained at least 50% 45% in case of candidate belonging to reserved category) at the qualifying examination
2	M.E. / M. Tech	2 Years	Bachelors degree or equivalent in the relevant field Obtained at least 50% (45% in case of candidate belonging to reserved category) at the qualifying examination

Regulations on Affiliation of Colleges by the Universities:

3	M. Pharma.	2 Years	Bachelor in Pharmacy or equivalent degree Obtained at least 50% (45% in case of candidate belonging to reserved category) at the qualifying examination
4	M. Arch.	2 Years	Bachelor of Architecture or equivalent degree Obtained at least 50% (45% in case of candidate belonging to reserved category) at the qualifying examination
5	Master of Hotel Management and Catering Technology	2 Years	Bachelor of Hotel Management/ Bachelor of Hotel Management & Catering Technology Obtained at least 50% (45% in case of candidate belonging to reserved category) at the qualifying examination
6	Master of Fine Arts Master of Visual Arts Master of Performing Arts	2 Years	Bachelor of Fine Arts or equivalent degree Obtained at least 50% (45% in case of candidate belonging to reserved category) at the qualifying examination

1.2 The candidates as in 1.2, will, however, be required to qualify at the Entrance Test conducted by the competent authority.

Appendix 2: Approved Titles of Courses

2.1 Programme: Engineering and Technology Level: Under Graduate

S.No	Name of The Course
1.	Advanced Manufacturing and Mechanical Systems Design
2.	Aero Space Engineering
3.	Aeronautical Engineering
4.	Agricultural Engineering
5.	Agriculture Engineering
6.	Airline Management
7.	Apparel and Production Management
8.	Applied Electronics and Instrumentation Engineering
9.	Applied Electronics and Telecommunications Engineering
10.	Architectural Assistantship
11.	Architecture Assistantship
12.	Automation and Robotics
13.	Automobile Engineering
14.	Automotive Technology
15.	Biochemical Engineering
16.	Biomedical Engineering
17.	Biomedical Instrumentation
18.	Biotechnology
19.	Biotechnology and Biochemical Engineering
20.	Building and Construction Technology
21.	Cement and Ceramic Technology

22.	Ceramic Engineering and Technology
23.	Ceramic Technology
24.	Ceramics Engineering
25.	Chemical Engineering
26.	Chemical Engineering (Plastic and Polymer)
27.	Chemical Engineering [SW]
28.	Chemical Technology
29.	Civil Engineering
30.	Civil Engineering and Planning
31.	Civil Engineering (Construction Technology)
32.	Civil Engineering (Public Health Engineering)
33.	Civil Engineering Environment and Pollution Control
34.	Civil Engineering (Construction Technology)
35.	Civil Environmental Engineering
36.	Civil Technology
37.	Communications Engineering
38.	Computer Aided Design of Structures
39.	Computer and Communication Engineering
40.	Computer Engineering
41.	Computer Engineering and Application
42.	Computer Engineering. (Ind./Int.)
43.	Computer Networking
44.	Computer Science
45.	Computer Science and Engineering
46.	Computer Science and Technology
47.	Computer Science and Information Technology
48.	48. Computer Science and Systems Engineering
49.	Computer Technology
50.	Computing in Computing
51.	Computing in Multimedia
52.	Computing in Software
53.	Construction and Project Management
54.	Construction Engineering
55.	Construction Engineering and Management
56.	Construction Technology
57.	Construction Technology and Management
58.	Control System Engineering
48.	48. Computer Science and Systems Engineering
49.	Computer Technology
50.	Computing in Computing
51.	Computing in Multimedia

Regulations on Affiliation of Colleges by the Universities:

52.	Computing in Software
53.	Construction and Project Management
54.	Construction Engineering
55.	Construction Engineering and Management
56.	Construction Technology
57.	Construction Technology and Management
58.	Control System Engineering
59.	Diary Technology
60.	Dyestuff Technology
61.	Electrical and Electronics (Power System)
62.	Electrical and Electronics Engineering
63.	Electrical and Instrumentation Engineering
64.	Electrical and Power Engineering
65.	Electrical Engineering
66.	Electrical Engineering (Electronics and Power)
67.	Electrical Engineering Industrial Control
68.	Electrical Instrumentation and Control Engineering
69.	Electrical Power Engineering
70.	Electronic Engineering
71.	Electronic Instrumentation and Control Engineering
72.	Electronic Science and Engineering
73.	Electronics
74.	Electronics and Avionics
75.	Electronics and Communication Engineering
76.	Electronics and Communication Engineering(Industry Integrated)
77.	Electronics and Communication Engineering (Industry Integrated)
78.	Electronics and Instrumentation Engineering
79.	Electronics and Telecommunication Engineering
80.	Electronics and Telecommunication Engineering (Technologist Electronic Radio)
81.	Electronics and Communication Engineering (Microwaves)
82.	Electronics and Communication Engineering (Sandwich)
83.	Electronics and Communications Engineering
84.	Electronics and Computer Engineering
85.	Electronics and Control Systems
86.	Electronics and Electrical Engineering
87.	Electronics and Information Systems
88.	Electronics and Power Engineering
89.	Electronics and Telecommunications Engineering
90.	Electronics and Telematics Engineering
91.	Electronics Communication and Instrumentation Engineering
92.	Electronics Design Technology

93.	Electronics Engineering
94.	Electronics Instrument and Control
95.	Electronics Instrumentation and Control Engineering
96.	Electronics Tele Communication
97.	Energy Engineering
98.	Engineering Education
99.	Environment Engineering
100.	Environmental Engineering
101.	Environmental Science and Engineering
102.	Environmental Science and Technology
103.	Fashion and Clothing Technology
104.	Fashion and Apparel Engineering
105.	Fashion Technology
106.	Fibres and Textiles Processing Technology
107.	Fire Technology and Safety
108.	Food Engineering and Technology
109.	Food Processing and Preservation
110.	Food Processing Technology
111.	Food Technology
112.	Footwear Technology
113.	Geo Informatics
114.	Health Science and Water Engineering
115.	Hotel Management and Catering Technology
116.	Industrial and Production Engineering
117.	Industrial Biotechnology
118.	Industrial Electronics
119.	Industrial Engineering
120.	Industrial Engineering and Management
121.	Industrial Production Engineering
115.	Hotel Management and Catering Technology
116.	Industrial and Production Engineering
117.	Industrial Biotechnology
118.	Industrial Electronics
119.	Industrial Engineering
120.	Industrial Engineering and Management
121.	Industrial Production Engineering
122.	Information and Communication Technology
123.	Information Engineering
124.	Information Science and Engineering
125.	Information Science and Technology
126.	Information Technology

Regulations on Affiliation of Colleges by the Universities:

127.	Information Technology and Engineering
128.	Instrument Technology
129.	Instrumentation
130.	Instrumentation and Control
131.	Instrumentation and Control Engineering
132.	Instrumentation Engineering
133.	Instrumentation Technology
134.	Irrigation Engineering
135.	Leather Technology
136.	Machine Engineering
137.	Man-Made Textile Technology
138.	Manufacturing Engineering
139.	Manufacturing Engineering and Technology
140.	Manufacturing Process
141.	Manufacturing Science and Engineering
142.	Manufacturing Technology
143.	Marine Engineering
144.	Marine Technology
145.	Masters in Engineering and Management
146.	Material Science and Technology
147.	Mechanical and Automation Engineering
148.	Mechanical Engineering(Industry Integrated)
149.	Mechanical Engineering(Sandwich Pattern)
150.	Mechanical Engineering
151.	Mechanical Engineering (Auto)
152.	Mechanical Engineering (Prod)
153.	Mechanical Engineering (Sandwich)
154.	Mechanical Engineering Automobile
155.	Mechatronics
156.	Medical Electronics Engineering
157.	Medical Electronics
158.	Medical Lab Technology
159.	Metallurgical and Materials Engineering
160.	Metallurgical Engineering
161.	Metallurgy
162.	Metallurgy and Material Technology
163.	Mine Engineering
164.	Mining Engineering
165.	Nano Technology
166.	Nano Technology and Robotics
167.	Oil and Paint Technology

168.	Oil Technology
169.	Oils, Oleochemicals and Surfactants Technology
170.	Packaging Technology
171.	Paint Technology
172.	Petrochem Engineering
173.	Petrochemical Engineering
174.	Petrochemical Technology
175.	Petroleum Engineering
176.	Petroleum Technology
177.	Plastic and Polymer Engineering
178.	Plastics Engineering
179.	Plastics Technology
180.	Polymer Engineering
181.	Polymer Engineering and Technology
182.	Polymer Science and Technology
183.	Polymer Technology
184.	Power Control and Drives
185.	Power Electronics
186.	Power Electronics Engineering
187.	Power Engineering
188.	Precision Manufacturing
189.	Printing and Packing Technology
190.	Printing Technology
191.	Printing Graphics and Packaging
192.	Production and Industrial Engineering
193.	Production Engineering
194.	Production Engineering (Sandwich)
195.	Pulp Technology
196.	Robotics and Automation
197.	Rubber Technology
198.	Safety and Fire Engineering
199.	Shipbuilding Engineering
200.	Silk Technology
201.	Surface Coating Technology
202.	Telecommunication Engineering
203.	Textile Chemistry
204.	Textile Engineering
205.	Textile Plant Engineering
200.	Silk Technology
201.	Surface Coating Technology
202.	Telecommunication Engineering

Regulations on Affiliation of Colleges by the Universities:

203.	Textile Chemistry
204.	Textile Engineering
205.	Textile Plant Engineering
206.	Textile Processing
207.	Textile Technology
208.	Tool Engineering
209.	Town and Country Planning
210.	VLSI System Design

2.2 Program: Engineering and Technology Level: Post Graduate

S.No	Name of The Course
1.	Advanced Computer Aided Design
2.	Advanced Electronics
3.	Advanced Electronics and Communication Engineering
4.	Advanced Manufacturing and Mechanical Systems Design
5.	Advanced Systems Manufacturing
6.	Advanced Technology Materials
7.	Advanced Systems Production
8.	Aero Dynamic Engineering
9.	Aero Space Engineering
10.	Aeronautical Engineering
11.	Agricultural Engineering
12.	Apparel Technology
13.	Applied Electronics
14.	Applied Electronics and Communications
15.	Applied Electronics and Instrumentation Engineering
16.	Applied Instrumentation
17.	Artificial Intelligence
18.	Atmospheric Science
19.	Automated Manufacturing Systems
20.	Automation
21.	Automation and Control Power Systems
22.	Automation and Robotics
23.	Automobile Engineering
24.	Automotive Technology
25.	Biochemical Engineering
26.	Biochemical Engineering and Biotechnology
27.	Bioinformatics
28.	Biomedical Electronics
29.	Biomedical Engineering
30.	Biomedical Instrumentation
31.	Biomedical Signal Processing and Instrumentation

32.	Bioprocess Technology
33.	Biotechnology
34.	Biotechnology and Biochemical Engineering
35.	CAD/CAM
36.	CAD/CAM Engineering
37.	Ceramic Engineering and Technology
38.	Ceramics Engineering
39.	Chemical Engineering
40.	Chemical Processing in Textiles
41.	Chemical Reaction Engineering
42.	Chemical Technology
43.	Chemical Technology(Rubber / Plastic)
44.	Civil (Public Health and Environment) Engineering
45.	Civil Engineering
46.	Civil Engineering (Public Health Engineering)
47.	Civil Engineering (Construction Technology)
48.	Communication and Information Systems
49.	Communication Engineering
50.	Communication Engineering and Signal Processing
51.	Communication Systems
52.	Communication Technology and Management
53.	Communications Engineering
54.	Computational Analysis Mechanical Science in
55.	Computational Mechanics
56.	Computer Aided Analysis and Design
57.	Computer Aided Design
58.	Computer Aided Design and Computer Aided Manufacture
59.	Computer Aided Design and Manufacture
60.	Computer Aided Design Manufacture and Automation
61.	Computer Aided Design Manufacture and Engineering
62.	Computer Aided Design Structures of
63.	Computer Aided Process Design
64.	Computer Aided Structural Analysis and Design
65.	Computer Aided Structural Engineering
66.	Computer and Communication
67.	Computer and Communication Engineering
68.	Computer and Information Science
69.	Computer Applications
70.	Computer Applications Industrial Drives in
71.	Computer Cognition and Technology
72.	Computer Engineering

Regulations on Affiliation of Colleges by the Universities:

73.	Computer Engineering and Application
74.	Computer Hardware Maintenance and Networking
75.	Computer Integrated Manufacturing
76.	Computer Networking
77.	Computer Networking and Engineering
78.	Computer Networks
79.	Computer Networks and Information Security
80.	Computer Networks and Internet Security
81.	Computer Science and Engineering
82.	Computer Science
83.	Computer Science and Technology
84.	Computer Science and Information Security
85.	Computer Science and Information Technology
86.	Computer Science and Systems Engineering
87.	Computer Systems and Technology
88.	Computer Technology
89.	Computer Technology and Applications
90.	Computer Vision and Robotics
91.	Construction Engineering
92.	Construction Engineering and Management
93.	Construction Management
94.	Construction Project Management
95.	Construction Technology
96.	Construction Technology and Management
97.	Control and Instrumentation
98.	Control Engineering
99.	Control System Engineering
100.	Control Systems
101.	Cryogenic Engineering
102.	Design and Production
103.	Design and Thermal Engineering
104.	Design Engineering
105.	Design for Manufacturing
106.	Design of Mechanical Equipment
107.	Design of Mechanical Systems
108.	Digital Communication
109.	Digital Communications
110.	Digital Communications and Networking
111.	Digital Electronics
112.	Digital Electronics and Microprocessor
113.	Digital Electronics and Communication Engineering

114.	Digital Electronics and Communication Systems
115.	Digital Electronics and Engineering
116.	Digital Image Processing
117.	Digital Instrumentation
118.	Digital Signal Processing
119.	Digital Systems
120.	Digital Systems and Communications Engineering
121.	Digital Systems and Computer Electronics
122.	Distributed Systems
123.	Dyestuff Technology
124.	Earthquake Engineering
125.	Electric Power System
126.	Electrical and Electronics Engineering
127.	Electrical and Mechanical Engineering
128.	Electrical and Power Engineering
129.	Electrical Devices and Power Systems
130.	Electrical Drives and Control
131.	Electrical Energy Systems
132.	Electrical Engineering
133.	Electrical Engineering (Electronics and Power)
134.	Electrical Machines
135.	Electrical Machines and Drives
136.	Electrical Power Engineering
137.	Electrical Power System
138.	Electrical Power Systems
139.	Electronic Circuits and System Design
140.	Electronic Instrumentation and Control Engineering
141.	Electronics
142.	Electronics and Communication Engineering
143.	Electronics and Communication Engineering(Industry Integrated)
144.	Electronics and Communication Engineering(Industry Integrated)
145.	Electronics and Instrumentation Engineering
146.	Electronics and Tele- Communication Engineering
147.	Electronics and Telecommunication Engineering (Technologynician Electronic Radio)
148.	Electronics and Communications Engineering
149.	Electronics and Computer Engineering
150.	Electronics and Control Systems
151.	Electronics and Electrical Engineering
152.	Electronics and Telecommunications Engineering
153.	Electronics Communication and Instrumentation Engineering
154.	Electronics Design and Technology

Regulations on Affiliation of Colleges by the Universities:

155.	Electronics Design Technology
156.	Electronics Engineering
157.	Electronics Engineering (Self- Financed)
158.	Electronics Product Design and Technology
159.	Electronics Systems and Communication
160.	160. Electronics Technology
161.	161. Embedded and Real Time Systems
162.	162. Embedded System and Computing
163.	Embedded System and VLSI
164.	Embedded Systems
165.	Embedded Systems and Instrumentation
166.	Embedded Systems Technologies
167.	Energy and Environmental Management
168.	Energy Engineering
169.	Energy Management
170.	Energy Systems
171.	Energy Systems and Management
172.	Energy Systems Engineering
173.	Energy Technology
174.	Energy Technology and Management
175.	Engineering Design
176.	Engineering Education
177.	Engineering Statistics
178.	Environment and Water Resource Engineering
179.	Environment Engineering
180.	Environmental Engineering
181.	Environmental Engineering and Management
182.	Environmental Management
183.	Environmental Science and Engineering
184.	Environmental Science and Technology
185.	E-Security
186.	Farm Machinery
187.	Fashion and Apparel Engineering
188.	Fibre Optics and Light Wave Technology
189.	Food Biotech Engineering
190.	Food Biotechnology
191.	Food Engineering and Technology
192.	Food Processing Technology
193.	Food Technology
194.	Form Machinery and Power Engineering
195.	Foundation Engineering

196.	Fracture Mechanics
197.	Fuel and Combustion
198.	Gas Turbine Technology
199.	Geo Informatics
200.	Geo-informatics and Surveying Technology
201.	Geomachines and Structures
202.	Geotechnical and Geo- environmental Energy
203.	Geotechnical Earthquake Engineering
204.	Geotechnical Engineering
205.	Geotechnology
206.	Green Technology
207.	Guidance and Navigation Control
208.	Health Care Technology
209.	Health Safety and Environment Management
210.	Health Science and Water Engineering
211.	Heat Power and Thermal Engineering
212.	Heat Power Engineering
213.	High Voltage and Power Systems Engineering
214.	High Voltage Engineering
215.	Highway Engineering
216.	Highway Technology
217.	Hill Area Development Engineering
218.	Hydraulics Engineering
219.	Image Processing
220.	Industrial and Production Engineering
221.	Industrial Automation and RF Engineering
222.	Industrial Automation and Robotics
223.	Industrial Biotechnology
224.	Industrial Catalysis
225.	Industrial Design
226.	Industrial Drives and Control
227.	Industrial Electronics
228.	Industrial Engineering
229.	Industrial Engineering and Management
230.	Industrial Instrumentation and Control
231.	Industrial Maintenance and Reliability
232.	Industrial Mathematics
233.	Industrial Pollution Control
234.	Industrial Power Control and Drives
235.	Industrial Refrigeration and Cryogenics
236.	Industrial Safety

Regulations on Affiliation of Colleges by the Universities:

237.	Industrial Safety and Engineering
238.	Industrial Structures
239.	Industrial Systems Engineering
240.	Information and Communication Technology
241.	Information Engineering
242.	Information Science and Technology
243.	Information Security
244.	Information Security Management
245.	Information Technology
246.	Information Technology and Engineering
247.	Infrastructure Engineering
248.	Infrastructure Engineering and Management
249.	Infrastructure Management
250.	Instrumentation
251.	Instrumentation and Control
252.	Instrumentation and Control Engineering
253.	Instrumentation Engineering
254.	Integrated Power Systems
255.	Intelligent Systems
256.	Internal Combustion and Automobiles
257.	Internal Combustion Engines and Turbo Machinery
258.	Irrigation and Drainage Engineering
259.	Irrigation Engineering
260.	Leather Technology
261.	Machine Design
262.	Machine Design and Robotics
263.	Maintenance Engineering
264.	Man-Made Textile Technology
265.	Manufacturing and Automation
266.	Manufacturing Engineering
267.	Manufacturing Engineering and Automation
268.	Manufacturing Engineering and Management
269.	Manufacturing Engineering and Technology
270.	Manufacturing Process
271.	Manufacturing Science and Engineering
272.	Manufacturing Systems and Management
273.	Manufacturing Systems Engineering
274.	Manufacturing Technology
275.	Marine Engineering
276.	Marine Technology
277.	Master of Science in Software Engineering

278.	Masters in Engineering and Management
279.	Material Science and Technology
280.	Mechanical and Automation Engineering
281.	Mechanical Engineering
282.	Mechanical Engineering (Industry Integrated)
283.	Mechanical Engineering (Prod)
284.	Mechanical Engineering Design
285.	Mechanical Engineering Specialization in Cad
286.	Mechanical System Design
287.	Mechanical Welding and Sheet Metal Engineering
288.	Mechatronics
289.	Medical Electronics
290.	Metallurgical and Materials Engineering
291.	Metallurgical Engineering
292.	Metallurgy
293.	Metallurgy and Material Technology
294.	Micro and Nano Electronics
295.	Micro Electronics
296.	Micro Electronics and Control Systems
297.	Micro Electronics Engineering
298.	Microwave and Communication Engineering
299.	Microwave and Millimeter Engineering
300.	Microwave and Radar Engineering
301.	Microwave and TV Engineering
302.	Microwave Engineering
303.	Mining Engineering
304.	Mobile Communication and Network Technology
305.	Mobile Technology
306.	Modern Communication Engineering
307.	Multimedia and Software Engineering
308.	Nano Science and Technology
309.	Nano Technology
310.	Network Engineering
311.	Network Infrastructure Management
312.	Network Security and Management
313.	Networking
314.	Networking and Internet Engineering
315.	Neural Networks
316.	New Material Process and Technology
317.	Oil Technology
318.	Oils, Oleochemicals and Surfactants Technology

Regulations on Affiliation of Colleges by the Universities:

319.	Optical Engineering
320.	Optoelectronics and Communication
321.	Opto-Electronics Engineering
322.	Paint Technology
323.	Parallel Distributed Systems
324.	Perfumery and Flavour Technology
325.	Petrochemical Engineering
326.	Petrochemical Technology
327.	Petroleum Engineering
328.	Pharmaceuticals Chemistry and Technology
329.	Physical Metallurgy
330.	Plant Design
331.	Plastic Engineering
332.	Plastic Technology
333.	Plastics Engineering
334.	Plastics Technology
335.	Polymer Engineering
336.	Polymer Nanotechnology
337.	Polymer Science and Technology
338.	Polymer Technology
339.	Power and Energy Engineering
340.	Power and Industrial Drives
341.	Power Control and Drives
342.	Power Electronics
343.	Power Electronics and Drives
344.	Power Electronics and Electrical Drives
345.	Power Electronics and Power Systems
346.	Power Electronics and Systems
347.	Power Electronics Engineering
348.	Power Engineering
349.	Power Engineering and Energy Systems
350.	Power Plant Engineering and Energy Management
351.	Power System and Control
352.	Power System and Control Automation
353.	Power Systems
354.	Power Systems and Automation
355.	Power Systems and Power Electronics
356.	Power Systems Control and Automation Engineering
357.	Power Systems Engineering
358.	Pre Stressed Concrete
359.	Printing Technology

360.	Process and Food Engineering
361.	Process Control
362.	Process Control Instrumentation
363.	Process Dynamics and Control
364.	Process Instrumentation
365.	Process Metallurgy
366.	Product Design
367.	Product Design and Commerce
368.	Product Design and Development
369.	Product Design and Manufacturing
370.	Production and Industrial Engineering
371.	Production Design and Manufacturing
372.	Production Engineering
373.	Production Engineering and Engineering Design
374.	Production Engineering System Technology
375.	Production Management
376.	Production Technology
377.	Production Technology and Management
378.	Project Management
379.	Propulsion Engineering
380.	Quality Engineering and Management
381.	Radio Frequency and Microwave Engineering
382.	Real Time Systems
383.	Refrigeration and Air Conditioning
384.	Remote Sensing
385.	Robotics and Automation
386.	Robotics and Mechatronics
387.	Rocket Propulsion
388.	Rubber Technology
389.	Scientific Computing
390.	Seismic Design and Earthquake Engineering
391.	Signal Processing
392.	Signal Processing and Communications
393.	Software Engineering
394.	Software Systems
395.	Soil and Water Conservation Engineering
396.	Soil Mechanics
397.	Soil Mechanics and Foundation Engineering
398.	Sports Technology
399.	Structural and Foundation Engineering
400.	Structural Design

Regulations on Affiliation of Colleges by the Universities:

401.	Structural Dynamics and Earthquake Engineering
402.	Structural Engineering
403.	Structural Engineering and Construction
404.	Surface Coating Technology
405.	System Software
406.	Systems and Signal Processing
407.	Technical Chemistry
408.	Telecommunication Engineering
409.	Telematics
410.	Textile Chemistry
411.	Textile Engineering
412.	Textile Processing
413.	Textile Processing Technology
414.	Textile Technology
415.	Thermal and Fluid Engineering
416.	Thermal Engineering
417.	Thermal Power Engineering
418.	Thermal Science
419.	Thermal Science Engineering
420.	Thermal Systems and Design
421.	Tool Design
422.	Tool Engineering
423.	Town and Country Planning
424.	Town Planning and Architecture
425.	Traffic and Transporting Engineering
426.	Transportation Engineering
427.	Transportation Engineering and Management
428.	Transportation System Engineering
429.	Turbo Machinery
430.	VLSI
431.	VLSI and Electronics and Digital Communication
432.	VLSI and Embedded Systems
433.	VLSI and Embedded Systems Design
434.	VLSI and Microelectronics
435.	VLSI Design
436.	VLSI Design and Embedded Systems
437.	VLSI Design and Testing
438.	VLSI System Design
439.	VLSI Systems
440.	Water Resource Engineering
441.	Water Resource Management

442.	Web Technologies
443.	Wired and Wireless Communication
444.	Wireless and Mobile Communications
445.	Wireless Communication and Computing
446.	Wireless Communication Technology
447.	Wireless Communications
448.	Wireless Technology

2.3 Program: Applied Arts and Crafts Level: Under Graduate

Sl.No	Name of The Course
1	Fine Arts

2.4 Program: Applied Arts and Crafts Level: Post Graduate

Sl.No	Name of The Course
2	Fine Arts

2.5 Programme: Architecture and Town Planning Level : Under Graduate

Sl.No	Name of the course	Sl.No.	Name of the course
1	Architectural Engineering	5	Arch.(Building Engineering and Construction Management)
2	Architecture	6	Interior Design
3	Architecture (Interior Design)	7	Planning
4	Architecture (Town Planning)	8	Urban and Regional Planning

2.6 Programme: Architecture and Town Planning Level : Post Graduate

Sl.No	Name of the course	Sl.No.	Name of the course
1	Architectural Engineering	10	Planning
2	Architecture	11	Settlement Conservation
3	Architecture (housing)	12	Theory & Design
4	Architecture (Landscape)	13	Town Planning
5	Architecture (Town Planning)	14	Urban and Regional Planning
6	Environmental Planning	15	Urban design
7	Housing	16	Urban planning
8	Industrial Area Planning and Management	17	Urban Transport Planning and Management
9	Infrastructure Planning		

2.7 Program : Hotel Management and Catering Technology Level : Under Graduate

Sl.No	Name of the course	Sl.No.	Name of the course
1	Hospitality and Tourism Administration	3	Hotel Management & Catering Technology
2	Hotel Management	4	Hotel Management and Catering Technology

Regulations on Affiliation of Colleges by the Universities:

2.8 Program : Hotel Management and Catering Technology Level : Post Graduate

SI.No	Name of the course	SI.No.	Name of the course
1	Food and Beverage Management	3	Hotel Management and Catering Technology
2	Hospitality and Tourism Administration	4	Master in Hotel Management and Catering Technology(MHMCT)

2.9 Program: Computer Applications Level: Under Graduate

S.No.	Name of The Course
1.	Computer Applications

2.10 Program: Computer Applications Level: Post Graduate

S.No.	Name of The Course
1.	Masters in Computer Applications

2.11 Program: Pharmacy Level: Under Graduate

S.No.	Name of The Course
1.	Pharmacy

2.12 Program: Pharmacy Level: Post Graduate

S.No.	Name of The Course
1.	Bio Pharmaceutics
2.	Bulk Drug Technology
3.	Clinical Pharmacy and Hospital
4.	Clinical Pharmacy
5.	Drug Regulatory Affairs
6.	Hospital Pharmacy and Clinical
7.	Industrial Pharmacy
8.	Medical Chemistry
9.	Medical Chemistry Pharmaceutical
10.	Pharma Technology
11.	PharmaceuticalAdministration
12.	Pharmaceutical Analysis
13.	Pharmaceutical Analysis andQuality Assurance
14.	Pharmaceutical Analysis andQuality Control
15.	Pharmaceutical Assurance
16.	PharmaceuticalBiotechnology
17.	Pharmaceutical Chemistry
18.	Pharmaceutical Management and Regulatory Affairs
19.	Pharmaceutical Marketing
20.	Pharmaceutical MarketingManagement
21.	Pharmaceutical QualityAssurance
22.	Pharmaceutical Science

Norms for Intake & Number of Courses / Divisions in the Colleges offering technical education

- 3.1 New Technical Institution in Engineering & Technology shall necessarily opt for courses from group 'C' of courses. Minimum number of courses to be selected from group 'C' with respect to total number of courses opted is given in following table.

Total number of courses opted by new Technical College	Number of courses to be selected from Group C	Courses listed in group C
5	3 or more	Applied Electronic & Instrumentation Chemical Engineering/Technology Civil Engineering/Technology, Construction Engineering Computer Science, Computer Science and Engineering, Computer Science & Information Technology, Computer Technology Electrical Engineering or Electrical & Electronics Engineering Electronics and Communication Engineering Information Technology Instrumentation and Control Engineering Mechanical Engineering Production Engineering
4	3 or more	
3	2 or more	
2	1 or more	
1	1	

3.2 Under Graduate level

3.2a	Intake per Division	Maximum number of UG courses & or divisions Allowed in the new Institution (Single Shift working)	
		Divisions	Intake
Engineering & Technology	60	5	300
Pharmacy	60	3	180
Architecture & Town Planning	60	3	180
Applied Arts & Crafts	60	3	180
HMCT	60	3	180

Regulations on Affiliation of Colleges by the Universities:

- 3.2 b New Technical Institution in Engineering & Technology shall necessarily opt for courses from group 'C' of courses. Minimum number of courses to be selected from group 'C' with respect to total number of courses opted is given in following table.

Total number of courses opted by new Technical College	Number of courses to be selected from Group C	Courses listed in group C
5	3 or more	Applied Electronics & Instrumentation Chemical Engineering / Technology
4	3 or more	Civil Engineering / Technology, Construction Engineering
3	2 or more	Computer Science, Computer Science and Engineering, Computer
2	1 or more	Science & Information Technology, Computer
1	1	Technology
		Electrical Engineering or Electrical & Electronics Engineering Electronics and Communication Engineering Information Technology Instrumentation and Control Engineering Mechanical Engineering Production Engineering

3.3 Post Graduate Degree level

	Intake per division without foreign collaboration	PG divisions without foreign collaboration	Total without foreign collaboration	Intake per Division with Foreign collaboration / Twinning	PG divisions allowed with foreign collaboration / Twinning
MCA	60	3	180	60	2
Management	60	3	180	60	2
Engineering & Technology	30*	6	180	30	4
Pharmacy	30*	6	180	30	4
Architecture & Town Planning	30*	6	180	30	4
Applied Arts & Crafts	30*	6	180	30	4
HMCT	30*	6	180	30	4

***Maximum of 30, Minimum of 18 in steps 6**

*Out of the two divisions allotted in Post Graduate level, one shall be of "Cyber Security" or Cyber Security related courses in Computer / IT branches of Engineering /Technology.

*Minimum of 18 seats in steps of 6 up to Maximum 24

*Additional 6 seats above 24 seats if the course is accredited.

*New Course with Intake less than 18 shall not be approved. However, existing Courses where approved intake is less than 18 may continue with existing Intake.

Private Limited or Public Limited Company/Industry Establishing UG/PG Institute

	Intake per Division	Maximum number of UG courses & / or divisions allowed in the new Institution (Single shift working)	
		Division/s	Intake
Engineering & Technology	60	10	600
Pharmacy	60	6	360
Architecture & Town Planning	60	6	360
Applied Arts & Crafts	60	6	360
Hotel Management and Catering Technology	60	6	360

- a New Technical Institution in Engineering & Technology, Pharmacy, Architecture & Town Planning, and Hotel Management and Catering Technology established by a Private Limited or Public Limited Company/Industry having turnover of at least Rs 100 Cr per year for previous 3 years shall be eligible for application and grant of permission for intake as above following due procedure.
- b The Institute setup by such a Private Limited or Public Limited Company/Industry shall be governed by the prescribed rules.
- c Private Limited or Public Limited Company/Industry Establishing Diploma or Under Graduate or Post Graduate Institute may choose any course from the approved list of any size as intake not exceeding maximum as above and in any combination in the same program.

Norms for Land requirement and Building Space for Colleges offering Technical Education Land Requirements for Technical Institutions

	Land Area requirement in Acres					
	Other than Rural places (Competent Authority to certify that the place is not located in a rural area)			Rural Places as defined by Competent Authority		
	UG Programs	Diploma	Stand alone Post Graduate Programs	UG Programs	Diploma	Stand alone Post Graduate Programs
Engineering & Technology	2.50	1.50	2.5	10.0	5.00	10.0
Pharmacy	0.75	0.75	0.75	2.00	2.00	2.00
Architecture & Town Planning	1.00	1.00	1.00	2.50	2.50	2.50
Applied Arts & Crafts	0.75	0.75	0.75	2.00	2.00	2.00
HMCT	1.00	1.00	1.00	2.50	2.50	2.50
MCA	-	-	0.50	-	-	1.50

4.1.1. a Land area shall cover hostel facilities, if any

b	Land shall be in one continuous piece.
c	Considering hilly nature of land in North Eastern States, land may be made available in 3 pieces which are not away from each other by more than 1 Km

4.1.2	Programme	Number of students generally allowed per acre land available when FSI = 1
a	Engineering & Technology	300
b	Pharmacy	250
c	Architecture & Town Planning	250
d	Applied Arts & Crafts	250
e	HMCT	300
f	MCA	300

4.2 Built-up Area Requirements

4.2	a	The Institution area is divided in, Instructional area (INA, carpet area in sq. m.), Administrative area (ADA, carpet area in sq. m), Amenities area (AMA, carpet area in sq. m.).
	b	Circulation area (CIA) is equal to $0.25 \times (INA+ADA+AMA)$.
	c	Total built up area in sq. m. is equal to $(INA+ADA+AMA) + (CIA)$.

4.2.1 Instructional Area (Carpet Area) in sqm Engineering/Technology (Degree Institute)

	Number of Divisions UG (Class of 60)	Duration of course in Yrs	Class Rooms (C)	Tutorial Rooms (D) PG Class rooms (H)	Laboratory (including additional WS/Labs for Category "X" (courses)	Research Laboratory	Work Shop (for all courses)	Additional WS/Labs for Category "X" courses	Computer Centre	Drawing Hall	Library & Reading Room	Seminar Halls
Carpet Area in sqm per room			66	33	66	66	200	200	150	132	400	132
Number of rooms required for new Institution	A	4	C= A	D=C/4	02/Course	-	1	-	1	1	1	1
Total Number of rooms (UG)	A	4	C= A \times 4	D=C/4	10/Course#	-	1	2/ Course (Maximum4)	1	1	1	1/Course
Total Number of rooms (PG)	F	2	-	H=F \times 2	1/ Specialisation	1/ Specialisation						

1	Category X of course: Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and allied courses of each.
2	Classrooms, Tutorial rooms and Laboratories required for 2nd, 3rd and 4th year may be added progressively to achieve total number as stated.
3	Additional Library (Reading room) area of 50 sq m / per 60 student (UG+PG) intake beyond 420.
4	UG laboratories if shared for PG courses shall be upgraded to meet requirements of PG curriculum
5	#Progressive requirement, 2nd year onwards shall be calculated as 3+3+2 labs/course
6	#Additional 5 Labs/Course when number of divisions are more than 2/course.
7	Round off fraction in calculation to the next integer.

Pharmacy (Degree Institute)

	Number of Divisions UG (Class of 60) PG (Class of 18)	Duration of course in Yrs	Classrooms	Tutorial Rooms	Laboratory (includes Machine rooms & Instrumentation room)	Research Laboratory	Animal House	Computer Centre	Library & Reading Room	Seminar Halls
Carpet Area in sqm per room			66	33	75	75	75	75	150	132
Number of rooms required for new Institution	A	4	C=A	D=C/4	12	-	1	1	1	1

Regulations on Affiliation of Colleges by the Universities:

Total Number of rooms (UG)	A	4	$C=A \times 4$	$D=C/4$	12	-	1	1	1	1
Total Number of rooms (PG)	F	2	-	$H=F \times 2$	1/Specialisation	1/Specialisation				
1	Laboratories include Machine room & Instrumentation room									
2	Classrooms, tutorial rooms and Laboratories required for 2nd, 3rd and 4th year may be added progressively (3+3+2) to achieve total number as stated.									
3	UG Laboratories if shared for PG course shall be upgraded to meet requirements of PG curriculum.									
4	Round off fraction in calculation to the next integer									

Architecture & Town Planning (Degree Institute)

	Number of Divisions UG (Class of 60) PG (Class of 18)	Duration of course in Yrs	Class Rooms (C)	Tutorial Rooms (D) PG Class rooms (H)	Laboratory Including computer Laboratory	Research Laboratory	Model making & Carpentry Workshop	Studio/ Material Museum	Computer Centre	Library & Reading Room	Seminar Halls
Carpet Area in sqm per room			66	33	66	66	200	132	75	150	132
Number of rooms required for new Institution	A	5	C=A	D=C/4	1	-	1	1	1	1	1
Total Number of rooms (UG)	A	5	C=Ax5	D=C/4	5	-	1	5	1	1	1
Total Number of rooms (PG)	F	2	-	H=Fx2	1/Specia-lisation	1/Specia-lisation					
1	Classrooms, Tutorial rooms and Laboratories required for 2 nd , 3 rd 4 th and 5 th year may be added progressively (1+1+1) to achieve total number as stated. UG laboratories if sharedfor PG courses shall be upgraded to meet requirements of PG curriculum.										
2	Round off fraction in calculation to the next integer.										

Applied Arts & Crafts (Degree Institute)

	Number of Divisions UG (Class of 60) PG (Class of 18)	Duration of course in	Class Rooms (C)	Tutorial Rooms (D) PG Class rooms (H)	Laboratory Including Photography and Computer Laboratory	Research Laboratory	Work shop	Studio / Display	Computer Centre	Library & Reading Room	Seminar Halls
Carpet Area in sqm per room			66	33	66	66	200	132	75	150	132

Regulations on Affiliation of Colleges by the Universities:

Number of rooms required for new Institution	A	5	C=A	D=A/4	1	-	1	1	1	1	1
Total Number of rooms (UG)	A	5	C=A \times 5	D=C/4	5	-	1	1	1	1	1
Total Number of rooms (PG)	F	G	-	H=F \times G	1/Specialisation	1/Specialisation					

1	Classrooms, Tutorial rooms and Laboratories required for 2nd, 3rd, 4th and 5th year may be added progressively (1+1+1) to achieve total number as stated. UG laboratories if shared for PG courses shall be upgraded to meet requirements of PG curriculum.
2	Round off fraction in calculation to the next integer.

Hotel Management & Catering Technology (Degree Institute)

	Number of Divisions UG (Class of 60) PG (Class of 18)	Duration of course in Yrs	Class Rooms (C)	Tutorial Rooms (D) PG Class rooms (H)	Laboratory / Guest Room	Kitchen	Restaurant	Computer Centre	Library & Reading Room	Seminar Halls
Carpet Area in sqm per room			66	33	66	132	66	75	150	132
Number of rooms required for new Institution	A	4	C=A	D=C/4	3	1	1	1	1	1
Total Number of rooms (UG)	A	4	C=A \times 4	D=C/4	10	2	2	1	1	1
Total Number of rooms (PG)	F	G	-	H=F \times G	1/Specialisation	1/Specialisation				

1	Classrooms, Tutorial rooms and Laboratories required for 2nd, 3rd, 4th and 5th year may be added progressively (3+2+2) to achieve total number as stated. UG laboratories if shared for PG courses shall be upgraded to meet requirements of PG curriculum.
2	Round off fraction in calculation to the next integer.

MCA (Degree Institutes)

	Number of Divisions UG (Class of 60)	Duration of course in Yrs	Class Rooms (C)	Tutorial Rooms (D)	Computer Laboratories	Computer Centre	Library & Reading Room	Seminar Halls (E)
Carpet Area in sqm per room			66	33	66	150	100	132

Regulations on Affiliation of Colleges by the Universities:

Number of rooms required for new Institution	A	3	C=A	D=C/4	2	1	1	1
Total Number of rooms	A	3	C=A \times 3	D=C/4	4	1	1	E=C/4

1	Classrooms, Tutorial rooms and Laboratories required for 2nd,3rd) year may be added progressively (1+1) to achieve total number as stated.
2	Round off fraction in calculation to the next integer.

4.2.2 Administrative Area (Carpet Area) in sq m

	Principal Office	Board Room	Office all inclusive	Department Offices	Cabins for Head of Departments	Faculty Rooms	Central Stores	Maintenance	Security	Housekeeping	Pantry for staff	Examinations Control Office	Placement office
Carpet Area in sqm per room	30	20	150 * 300 \$	20	10	5	30	10	10	10	10	30	30
Number of rooms require for new Technical College	1	1	1	-	-	First Year Student intake /15	1	1	1	1	1	1	-
Total Number of rooms	1	1	1	1/Dept	1/Dept	One per teaching faculty (as per norms) in the Institution	1	1	1	1	1	1	1

1	\$Technical College having more than one Program
2	* Technical College having one Program

4.2.3 Amenities Area (Carpet Area) in sqm

Toilets (Ladies & Gents)	Boys Common Room	Girls Common Room	Cafeteria	Stationery Store &	First Aid cum Sick room	Principal's quarter	Guest House	Sports Club / Gymnasium	Auditorium / Amphi Theater	Boys Hostel	Girls Hostel
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Regulations on Affiliation of Colleges by the Universities:

Carpet Area in sqm per room Technical College having more than one Program	350*	100	100	150	10	10	150	30	200	400	Adequate	Adequate
Carpet Area sqm per room for Technical College having one Program	150\$	75	75	150	10	10	150	30	100	250		
Number of rooms required for New Technical College	Adequate	1	1	1	1	1	-	-	-	-	-	-
Total Number of rooms	Adequate	1	1	1	1	1	Desired	Desired	Desired	Desired	Desired	Desired

1	* Estimated total area for Technical College having more than one Program
2	\$Estimated total area for Technical College having one Program

4.2.4 Circulation Area in sqm

4.2.4	a	Circulation area of 25% of sum of Instructional, Administrative and Amenities area is desired covering common walk ways, staircases, entrance lobby
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Norms for Books, Journals, Library facilities, Computers, Printers, Software, Internet and Laboratory Equipments for Technical Institution

5.1 Computers, Printers Software and Internet

		Number of PCs to students ratio (Min 20 PCs)	Legal system software	Legal application software	LAN & Internet	Mail Server & Client	Internet Mbps/intake of 240 students with Bandwidth Contention of 1:1 (Min 1 Mbps)	Printers including color printer (% of total no. of PCs)
Engineering / Technology			03	20	All	Desired	02	10%
	UG	1:4						
	PG	1:2						
Pharmacy			01	10	All	Desired	01	5%
	UG	1:6						
	PG	1:6						
Architecture & Town Planning			01	10	All	Desired	01	5%
	UG	1:6						
	PG	1:6						
Applied Arts & Crafts			01	10	All	Desired	01	5%
	UG	1:6						
	PG	1:6						
HMCT			01	10	All	Desired	01	5%
	UG	1:6						
	PG	1:6						
MCA	PG	1:2	03	20	All	Desired	02	10%

5.1	a	Utilization of Open Source Software may be encouraged
	b	Secured Wi Fi facility is highly recommended
	c	Purchase of most recent hardware is desired.
	d	Library, Administrative offices and Faculty members shall be provided with exclusive computing facilities along with LAN and Internet. This shall be considered as over and above the requirement meant for PCs to students ratio.
	e	@Adequate number of software licenses is required
	f	#Central Xeroxing facility for students is preferred

5.2 Laboratory Equipments and Experiments

5.2(a)	The laboratories shall have equipments as appropriate for experiments as stated / suitable for the requirements of the affiliating University / Board's curriculum. It is desired that number of experiment set up be so arranged that maximum four students shall work on one set. The laboratories shall have equipments as appropriate for experiments as stated / suitable for the requirements of the affiliating University / Board's curriculum. It is desired that number of experiment set up be so arranged that maximum four students shall work on one set.
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5.3 Books, Journals and Library facilities

Program	Total number of divisions	Titles	volumes	National Journals	International Journals	E Journals	Reading Room Seating	Multimedia PCs for Digital Library/internet surfing In reading room
		Number					% of total students	% of total students
Engineering/ Technology (UG)	B	100	500XB	6xB	Desirable	As per appendix 10	15% (Max150)	1% (Max 10)
		50 per course	250 per course—division					
Pharmacy (UG)	B	100	500 X B	6xB				
		50	500 X B					
Architecture & Town Planning (UG)	B	100	400 X B	6xB				
		50	400 X B					
Applied Arts & Crafts (UG)	B	100	500 X B	6xB				
		50	500 X B					
HMCT	B	100	500 X B	6xB				
		50	500 X B					
MCA (PG)	B	100	500 X B	12xB				
		50	500 X B					
Engineering/ Technology/ Pharmacy/ Architecture & Town Planning / Applied Arts& Crafts (PG)	B	50	200	5xB				
		As required	100					

B=Number of divisions at 1st year (shift 1+2) + number of 2nd year direct divisions (shift 1+2)

1	Book titles and volumes required at the time of starting new Institution.
2	Requirements of Book titles and volumes in Institutions started before 1950 shall be calculated considering starting year as 1950.
3	Yearly increment.
4	Component for additional division / course.
5	Hard Copy International Journals is desirable to procure. However subscription to E-Journals and National Journals as per Appendix 10 is essential.

Regulations on Affiliation of Colleges by the Universities:

6	Journals and Books may also include subjects of Science & Humanities
7	Digital Library facility with multimedia facility is essential.
8	Reprographic facility in the library is essential
9	Document scanning facility in the library is essential.
10	Document printing facility in the library is essential
11	Library books/non books classification as per standard classification methods is essential
12	Availability of NPTEL facility at the library is essential
13	Computerized indexing with bar coded / RF tagged book handling is desired

Norms for Essential and Desired requirements for Technical College (marked as essential are needed to be made available at the time of the Expert Committee visit)

1.	Language Laboratory The Language Laboratory is used for language tutorials. These are attended by students who voluntarily opt for Remedial English classes. Lessons and exercises are recorded on a weekly basis so that the students are exposed to a variety of listening and speaking drills. This especially benefits students who are deficient in English and also aims at confidence-building for interviews and competitive examinations. The Language Laboratory sessions also include word games, quizzes, extemporary speaking, debates, skits etc. These sessions are complemented by online learning sessions which take place in the Multi-Purpose Computer Lab. This Lab shall have 25 Computers For every 1000 students	Essential
2.	Potable Water supply and outlets for drinking water at strategic locations	Essential
	Electric Supply	Essential
	Backup Electric Supply	Desirable
	Sewage Disposal	Essential
	Telephone and FAX	Essential
	Vehicle Parking	Essential
	Institution web site	Essential
	Barrier Free Built Environment for disabled and elderly persons including availability of specially designed toilets for ladies and gents separately. Refer guidelines and space standards for Barrier Free Built Environment for disabled and elderly persons by CPWD, Ministry of Urban Affairs & Employment, India.	Essential
	Safety provisions including fire and other calamities	Essential
	General Insurance provided for assets against fire, burglary and other calamities	Essential
	All weather approach road	Essential
	General Notice Board and Departmental Notice Boards	Essential
	First aid, Medical and Counseling Facilities	Essential
	Public announcement system at strategic locations for general announcements/paging and announcements in emergency.	Desirable
	Enterprise Resource Planning (ERP) Software for Student-Institution-Parent interaction	Essential
	Transport	Desirable
	Post, Banking Facility / ATM	Desirable
	CCTV Security System	Desirable
	LCD (or similar) projectors in classrooms	Desirable
	Group Insurance to be provided for the employees	Desirable
	Insurance for students	Desirable
	Staff Quarters	Desirable

Norms for Faculty requirements and Cadre Ratio for Colleges offering technical education**7.1 Faculty Requirements and Cadre Ratio (UG)**

	Faculty : Student ratio	Principal	Professor	Associate Professor	Assistant professor	Total A+B+C+D
		A	B	C	D	A+B+C+D
Engineering / Technology	1:15* (1:20)**	1	(S/15 XR) – 1	(S/15 XR) – 2	(S/15 XR) – 6	S/15
Pharmacy	1:15* (1:20)**	1	(S/15 XR) – 1	(S/15 XR) – 2	(S/15 XR) – 6	S/15
Architecture & Town Planning	1:10* (1:15)**	1	(S/10 XR) – 1	(S/10 XR) – 2	(S/10 XR) – 6	S/10
Applied Arts & Crafts	1:10* (1:15)**	1	(S/10 XR) – 1	(S/10 XR) – 2	(S/10 XR) – 6	S/10
HMCT	1:15* (1:20)**	1	(S/15 XR) – 1	(S/15 XR) – 2	(S/15 XR) – 6	S/15
7.1 a	S = Sum of number of students as per Approved Student Strength at all years R = (1+2+6)					

*The Faculty Student Ratio must be reached at the earliest but not later than three academic years

**Minimum Faculty student ratio to be maintained

The stipulated cadre ratio of 1:2:6 must be reached at the earliest but not later than three academic sessions.

7.2 Faculty Requirements and Cadre Ratio (PG)

	Faculty : Student ratio	Principal/ Director	Professor	Associate Professor	Assistant professor	Total A+B+C+D
		A	B	C	D	A+B+C+D
*Engineering / Technology	1:12	-	S/12XR	S/12XR	S/12XR	S/12
*Pharmacy	1:12	-	S/12XR	S/12XR	S/12XR	S/12
*Architecture & Town Planning	1:10	-	S/10XR	S/10XR	S/10XR	S/10
*Applied Arts & Crafts	1:10	-	S/10XR	S/10XR	S/10XR	S/10
*HMCT	1:12	-	S/12XR	S/12XR	S/12XR	S/12
*MCA	1:15	1	(S/15XR) – 1	(S/15XR) – 2	(S/15XR) – 6	S/15
7.2 a	S = Sum of number of students as per Approved Student Strength at all years *R = (1+2), #R=(1+2+6)					

Appendix 8: Faculty Cadre and Qualifications

The essential and desirable qualifications of academic staff at different levels in various areas of technical education shall be as per the UGC Regulations (Minimum Qualifications for Appointment of Teachers and other Academic Staff for Universities and Colleges and Maintenance of Standards in Higher Education) 2010 as amended from time to time.

Subscription of E-Journals (desirable)

Subscription of desirable e-journal packages for all engineering institutions conducting UG/PG courses:

S.No.	Publisher	Subjects	E-content	Annual Subscription Rate for AICTE Institutes
1.	IEEE	Computer Engineering + Computer Science + Electrical & Electronics engineering + Telecommunications & related disciplines	IEEE – All Society Periodicals E Package (ASPP) (145 e-Journals) (2011) (Back file Access – since 2000)	US \$ 4980
2.	ASME	Mechanical Engineering	ASME e journals Package (25 e- journals) (2011) (Back file Access – since 2000)	US \$ 2156
3	ASCE	Civil Engineering	ASCE e journals Package (33 e- journals) (2011) (Back file Access – since 1983)	US \$ 2520
4	Mc Graw Hill	General Engineering & Reference	Access Engineering Library	Us \$ 1969
5	ELSEVIER	Engineering + Computer Science (Electrical + Electronics + Mechanical + Civil and Structural + Aerospace + Biomedical + Industrial and Manufacturing + Ocean Engineering + Computational Mechanics and Safety Risk, Reliability and Quality + Computer Network and Communications, Artificial Intelligence, Computer Science, Computational Theory and Mathematics, Computer Graphics and Computer – Aided Design, Information Systems, Control and System Engineering and Software	Science direct 275 Journals (Back File Access from 2000 onwards)	US \$ 6500
6	ASTM Digital Library Online version	Online dictionary of Engineering Science and Technology Electrical & Electronics Engineering, Mechanical Engineering, Civil, Metallurgical, Petroleum, Instrumentation	ASTM DL (Digital Library) Over 1700 E-Book & Over 13,000 Journals and Articles	US\$ 1100

NOTE

1. Institutions having only 1st and 2nd year UG students and institutions being established may subscribe to Elsevier & ASTM digital library packages only (at S.No.5, 6)
2. All institutions other than Note point no. 1 above shall subscribe to all the packages from S. No. 1 to 6 given above.
3. Institutions not offering Civil Engineering courses need not subscribe to ASCE Package
4. Institutions not offering Mechanical Engineering courses need not subscribe to ASME Package
5. Institutions who have already subscribed to IEL online, need not subscribe to IEEE-ASPP package, until the subscription of the same is valid.

Desirable subscription of e-journals for all pharmacy institutions conducting undergraduate / post graduate programme:

Publisher	Subjects	E-content	Annual Subscription Rate for AICTE Institutes
BENTHAM	Pharmacy	Pharmacy Collection (23 e- journals)(2011) (Back file Access – since 2000)	US \$ 1000
ELSEVIER	Pharmacy	SCIENCEDIRECT 70 Journals (Back File Access from 2000 onwards)	US \$ 5400

Desirable subscription of e-journals for all architecture institutions conducting undergraduate / post graduate programme:

Publisher	Subjects	E-content	Annual Subscription Rate for AICTE Institutes
EBSCO	Architecture	Art & Architecture Complete (1081 e-journals, Magazines & Trade Publications) (2011)	US \$ 3800

Desirable subscription of e-journals for all hotel management institutions conducting undergraduate / post graduate programme:

Publisher	Subjects	E-content	Annual Subscription Rate for AICTE Institutes
EBSCO	Hotel Management	Hospitality & Tourism Complete (761 e-journals, Magazines & Trade Publications) (2011)	US \$ 3500

Regulations on Affiliation of Colleges by the Universities:

Desirable subscription of e-journals for all institutions conducting the following specialized postgraduate courses

Publisher	Subjects	E-content	Annual Subscription Rate for AICTE Institutes
ELSEVIER	Bio Technology	70 (Back File Access from 2000 onwards)	US \$ 4000
	Chemical Engineering	30 (Back File Access from 2000 onwards)	US \$ 3000
	Environmental Engineering	60 (Back File Access from 2000 onwards)	US \$ 4500
	Nano Technology	10 (Back File Access from 2000 onwards)	US \$ 2000
	Geo Technology	10 (Back File Access from 2000 onwards)	US \$ 1500

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Format for Detailed Project Report (DPR) for establishment of new college**10.1 PREAMBLE**

This Chapter is expected to cover the genesis of the proposal with respect to the background of the technical education and industry scenario of the State where the proposed Institution is being located and the credentials of the Consultants, if any, engaged by the promoters for preparation of the DPR

- 10.1.1 Introduction
- 10.1.2 Background of the Consultants
- 10.1.3 Technical Education & Industry Scenario

10.2 THE PROMOTING BODY

This Chapter is expected to cover the status of the Promoting Body, its legal standing with respect to registration formalities, nature of the Body viz. Charitable Trust, Family Trust, Co-operative Society, Public Society etc., its activities since its inception with specific emphasis on its Social, Charitable, Educational activities along with a list of major activities undertaken to date, its mission and vision.

- a Introduction to its Genesis including its Registration Status
- b Details of its Promoters including their Background
- c Activities of the Promoting Body including a listing of major educational
- d Promotion activities undertaken by it in the past
- e Mission of the Promoting Body
- f Vision of the Promoting Body

10.3 OBJECTIVES AND SCOPE OF THE PROPOSED COLLEGE

This Chapter is expected to cover the goal of the proposed college, Scope and Justification of its establishment in the light of the prevailing technical education and industry scenario in the State, availability of students for admission, particularly the number of students passing the qualifying examination viz. +2 Science in First Class and the number of seats already available in the particular course (B. E. / B. Pharm / B. Arch. / BHMCT / MCA etc.) in the State, and the genesis of the proposal with respect to the technical manpower requirement of the State, if available

- a Objectives of the college
- b General and Technical Education Scenario of the State
- c Status at Entry Level
- d Status of Technical Level manpower
- e Industrial Scenario of the State
- f Scope of the College vis-à-vis the Industrial Scenario and Educational Facilities already available in the State.

10.4 ACADEMIC PROGRAMS

This Chapter is expected to cover the basic Academic Philosophy of the college and to list the identified Programs, targets, and various facilities

- a Basic Academic Philosophy of the college
- b Types of Programs

Regulations on Affiliation of Colleges by the Universities:

- c Identified Programs
- d Phase-wise Introduction of Programs & Intake
- e Target Date for Start of Academic Programs
- f Central Computing facility
- g Central library
- h Central Workshop
- i Central Instrumentation Facility
- j Affiliating Body
- k Scholarships

10.5 SALIENT FEATURES OF ACADEMIC DIVISIONS

This Chapter is expected to give phase-wise details of the Academic Programs / Divisions that the proposed college desires to setup in consonance with its Academic Philosophy including the Objectives, Areas of Focus, Detailed Analysis of Requirements of Faculty, Building Space, Equipment, etc. for each Academic Division

- a Classification of Academic Divisions i.e. Departments, Centres, Schools, Central Academic Facilities
- b Details of each Academic Department / Centre, like:
 - Academic Objectives
 - Areas of Focus
 - Academic Program
 - Faculty Requirement & Phase-wise Recruitment
 - Requirement of Laboratories, Space and Equipment (cost)
 - Requirement of other Space like Class Rooms, Faculty Rooms, Departmental Office

10.6 QUALITY AND HUMAN RESOURCE DEVELOPMENT

This Chapter is expected to cover the Human Resource Developmental aspects of the proposed Institution including the Policies of the Management to promote excellence among Faculty & Staff, Strategies to attract and retain bright faculty and methodologies towards quality management and fostering of academic excellence

- a Academic Values
- b Recruitment, Strategies for Attracting and Retention of Faculty Personnel for Excellence, Promotional Avenues, Career Ladder
- c Policies for Teaching and Non-teaching Staff Development
- d Permanent and Contract Services for Teaching, Non-teaching and other support Personnel
- e Total Quality Management
- f Overall Teaching and Non-teaching Staff Requirements

10.7 LINKAGES IN TECHNICAL EDUCATION

This Chapter is expected to elaborate the external linkages envisaged along with the strategies for promotion of R&D, Partnership with Industry, etc. for the wholesome growth of students as well as for contribution of the colleges to Society at large

- a Introduction
- b Linkages with industry

- c Linkages with the community
- d Linkages with other colleges in the region
- e Linkages with Institutions of excellence such as the IITs and IISc., Bangalore,
- f Linkages abroad
- g Linkages with R&D laboratories

10.8 GOVERNANCE, ACADEMIC and ADMINISTRATIVE MANAGEMENT

This Chapter is expected to cover the basic philosophy of governance and administrative management including the structure of its Board of Governors (BoG), the organizational chart for operational management along with responsibilities vested at various levels of administrative hierarchy. It is expected that a well thought out method of institutional governance and administration will be the key to its growth and success

- a Philosophy of Governance
- b Board of Governors
- c Organizational Structure & Chart for day-to-day Operations & Management
- d Role and Responsibilities of Key Senior Positions
- e Methods / Style of Administration / Management

10.9 CONCEPTUAL MASTER PLAN FOR MAIN CAMPUS DEVELOPMENT

This Chapter is expected to cover the details of the Master Plan for Campus Development starting from the selection of site to the proposed land use pattern and the Phase-wise construction of various facilities / utilities to the level of landscaping. Institutional aspects of development is expected to be taken up in consonance with the Master plan keeping in view various aspects of convenience, safety and utility of the facilities

- a The Site
- b Proposed Land Use Pattern
- c Design Concept
- d Buildings and Facilities in the Campus
- e External Services
- f Construction Systems and Materials
- g Landscape Proposal

10.10 REQUIREMENT OF STAFF, SPACE and EQUIPMENT AND THEIR COST

This Chapter is expected to make a consolidated estimate of phase- wise requirements of the staff, building, equipment and their cost, along with strategies for the mobilization of funds required

- a Introduction
- b Faculty Requirements
- c Non-teaching Staff Requirements
- d Building Requirements: Area and Costs
- e Estimated Cost of Equipment
- f Phase-wise Financial Requirements
- g Strategies for Financial Mobilization

10.11 ACTION PLAN FOR IMPLEMENTATION

This Chapter is expected to cover the Activity Chart from the conceptual stage to final implementation, indicating a time-activity Chart for various activities, its constraints and implementation strategy including financial out lay

- a Activity Chart
- b Constraints
- c Financial Outlay
- d Strategy for Implementation

10.12 EXECUTIVE SUMMARY OF THE DETAILED PROJECT REPORT

This Chapter is expected to present a Summary of the DPR as per the following format for ready reference

- a Details about the Promoting Body
- b Name and Address of the Promoting Body
- c Date of Registration / Establishment of the Promoting Body
- d Nature of the Promoting Body:
- e Activities of the Promoting Body since inception
- f Constitution of the Promoting Body

10.13 Faculty Data

Name	Academic qualifications	Nature of Association with the promoting body	Experience in academic institutions (in years)		
			Promotional	Management	Organizational
	Technical	Non Technical			

10.14 Proposed Institution

- a Details about the proposed college
- b Development Plan for the proposed college
- c Vision of the Promoting Body
- d Mission of the Promoting Body

10.15

- a Give a bar chart indicating mobilization of funds for the proposed project at the time of establishment and for next 10 years at intervals of five years.
- b Give a bar chart indicating the recruitment of faculty (separately for Lecturer, Assistant Professor, Professor) for the proposed project at the time of establishment & for next 10 years at intervals of five years
- c Give a bar chart indicating creation of built up area (separately for Instructional, Administrative and Amenities) for the proposed project at the time of establishment & for next 10 years at intervals of five years.
- d Give a bar chart indicating investment on equipment and machinery for the proposed project at the time of establishment & for next 10 years at intervals of five years.

10.16 Total Project cost (at the time of establishment and next five years)

10.17 Details for mobilization / source of funds (capital & recurring) (at the time of establishment and next five years) (Rs. in Lakhs)

10.18 Recruitment of faculty (at the time of establishment and next five years)

Year	Professor	Associate Professor	Assistant Professor	Total

10.19 Recruitment of non-teaching staff (at the time of establishment and next five years)

Year	Recruitment		Total
	Technical	Administrator	

10.20 Proposed structure of governing body

Sr.	Trust / Society Representative	Academic background		Industry Rep.	Others
		Technical	Non- technical		

10.21 Industry Linkages (at the time of establishment, and next five years)

DECLARATION

I / We, on behalf of “.....” hereby confirm that this Detailed Project Report has been prepared for its proposed college under the name and style of “.....”. It is hereby confirmed that all the information furnished above is true to the best of my / our knowledge and belief and if any information is found to be false, the proposal may be rejected.

(Authorized Signatory of the applicant)

Place:

Name

Date:

Designation

Seal

Appendix 11: Details regarding structure of various Committees

11.1 Scrutiny Committee

Composition	Quorum
Professor of IIT / Government / Government Aided Institutions.	One Professor / Associate Professor as Chairman
Two Professors of the university	An advocate registered with Bar Council
An advocate registered with Bar Council	
An architect registered with Council of Architecture	An Officer not below the rank of deputy director of the revenue department of the concerned State Government to be nominated by the concerned State Government / UT or an Architect registered with Council of Architecture.

11.2 Expert Committee

Composition	Quorum
<p>An academician not below the level of Professor in a field of technical education as Chairman to be appointed by the Executive Council of the University</p> <p>Two Expert members, not below the level of Associate Professor / Assistant Professor to be selected by Executive Council</p> <p>An Officer not below the rank of deputy director of the revenue department of the concerned State Government to be nominated by the concerned State Government / UT or an Architect registered with Council of Architecture to be nominated by the Chairman, Regional Committee or an expert who is well versed with land and revenue matters to be nominated by the Chairman, Regional Committee.</p> <p>An expert member not below the level of Associate Professor to be nominated by the State Government / UT concerned.</p>	<p>Professor as Chairman One Expert member</p> <p>An Officer not below the rank of deputy director of the revenue department of the concerned State Government to be nominated by the concerned State Government / UT or an Architect registered with Council of Architecture to be nominated by the Chairman, Regional Committee or an expert who is well versed with land and revenue matters to be nominated by the Chairman, Regional Committee.</p>

Appendix 12

Documents to be submitted for

- ❖ **Setting up new Technical College offering one or more Technical Programs at Degree, Post graduate Degree Level**
- ❖ **Adding new Technical Program/s at Degree Level in existing Colleges**
- **Change of Site / Location**
- **Closure of institute**
- **Conversion of Women's Institution into Co-Ed Institution**

12.1 New Institute

Applicant shall present following supporting documents in original along with one copy, duly attested by a gazetted officer or a first class Judicial Magistrate or Notary or an Oath Commissioner and other necessary information to the Scrutiny Committee.

Supporting documents other than affidavits shall be made on the applicant's letterheads and duly authenticated by the authorized signatory of applicant or by the head of the Institution

Documents to be submitted at the time of scrutiny Committee

- 1 Building plan of the Institution should have been prepared by an Architect registered with Council of Architecture and approved by the Competent Authority as designated by concerned State Government / UT
- 2 An affidavit, in a format as prescribed by the University, on a Non-Judicial Stamp Paper of Rs. 100/-, duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner
- 3 Resolution by the applicant organisation in a format as prescribed by the University
- 4 Certificate issued by an advocate in a format as prescribed by the university
- 5 Certificate issued by an architect regarding approved building plans
- 6 Certificate issued by bank manager regarding financial status of applicant
- 7 A print of the complete application as prescribed by the university.
- 8 A receipt with official seal from the authorized signatory of the State Government as proof of submission of these documents.
- 9 Detailed Project Report (DPR) attached as a .pdf file.
- 10 Registration document of the Society / Trust / A company established under Section 25 of Companies Act 1956 / PPP / BOT indicating its members, objectives and Memorandum of Associations and Rules, duly attested / certified by the Authority concerned.
- 11 Board of Governors of the college shall be constituted as per Appendix 14
- 12 Provided that in the case of a company established under Section 25 of Companies Act 1956, the MoA and Rules must contain a provision that the objective of the company is not profit making and any surplus earning shall be used exclusively for the purpose of development of Technical Institute.
- 13 Provided further that in case of an application made with a proposal of PPP / BOT applicant shall submit a certified copy / duly attested by a gazette officer of the agreement / contract regarding PPP / BOT. The applicant shall also submit a certificate or endorsement from the concerned District Magistrate or the SDM, regarding such a proposal pertaining to PPP / BOT in the said area with the applicant Society / Trust / A company established under Section 25 of Companies Act 1956.

Regulations on Affiliation of Colleges by the Universities:

- 14 Resolution by the applicant organisation, pertaining to starting the Technical College or adding new program and allocation of land / building / funds to proposed activities in the format as prescribed by the University.
- 15 Documents showing ownership in the name of the applicant in the form of Registered Sale Deed / Irrevocable Gift Deed (Registered)/ Irrevocable lease (for a minimum of 99 years) by the Private Limited or Public Limited company or industry having turnover of at least Rs 100 Cr per year for previous 3 years / Irrevocable Government Lease (for a minimum period of 30 years) by the concerned authority of Government or any other documents issued by the concerned competent authority establishing the ownership and possession of the land in the name of the applicant. In case, the land documents are in vernacular language, notarized English translation of the documents shall be produced.
- 16 Land Use Certificate permitting the land to be used for educational purpose, from the Competent Authority along with Topo sketch / Village Map indicating land Survey Numbers and a copy of road map showing location of the proposed site of the Institution.
- 17 Land Conversion Certificate permitting the land to be used for educational purpose to establish a college, from the Competent Authority along with Topo sketch / Village Map indicating land Survey Numbers and a copy of road map showing location of the proposed site of the Institution
- 18 Khasra plan (Master plan) to show that the land is contiguous issued by the Competent Authority.
- 19 Wherever applicable, FSI / FAR certificate shall have been obtained from the Competent Authority as designated by concerned Municipal Corporation or the local authority that approves Building Plans, or the State Government / UT.
- 20 Proof of working capital (funds) as stated in clause 2.5, in the form of either Fixed Deposits in the Bank or latest Bank Statement of Accounts maintained by the applicant organization in a Nationalised Bank or Scheduled Commercial Bank recognised by Reserve Bank of India, along with a certificate issued by the Branch Manager of the Bank.
- 21 Audited statement of accounts of the applicant organization for last three years, as may be applicable.
- 22 Site Plan, Building Plan of proposed Technical College prepared by a an Architect registered with Council for Architecture (COA) and duly approved by the Competent Plan Sanctioning Authority of the concerned State / UT administration
- 23 Floor plans, sections and elevations of all proposed/existing buildings exclusively intended for use for the proposed college at the permanent site with a table clearly mentioning all rooms, with carpet area of each in sq. m., as specified in Instructional, Administrative and Amenities requirements certified by the Architect registered with the Council of Architecture. Safety and hygiene precautions ensured during partial occupation, if any, certified by the Architect registered with the Council of Architecture.
- 24 Phase-wise plan of construction to achieve total carpet and built up area as required for conduct of all applied / existing courses from the first to final year. This shall be certified by Architect registered with the Council of Architecture.
- 25 Copy of the syllabus of courses applied for.
- 26 Certificate regarding Minority Status, if applicable at the time of application. Any claim thereafter shall not be entertained.

- 27 Certificate of the competent authority indicating whether the land for the proposed new Institution / Technical College falls in the rural area or otherwise.

12.2 Documents to be submitted at the time of Expert Committee

Applicant shall present following supporting documents in original along with one copy, duly attested by a gazetted officer or a first class Judicial Magistrate or Notary or an Oath Commissioner and other necessary information to the Visiting Expert Committee

- 1 Copy of the advertisement in at least one National Daily, for recruitment of Principal and faculty members
- 2 Stock Register of dead stock items including laboratory equipment, computers, system & application software, printers, office equipments and other dead stock items.
- 3 Proof of provision of Internet bandwidth in Mbps and contention ratio
- 4 List giving titles of books and volumes of each purchased for Library
- 5 Copy of Invoice / Cash Memo for equipments and Library Books
- 6 Copy of Invoice / Cash Memo for equipments and Library Books
- 7 Details of subscription of E-Journals as per Appendix 9
- 8 List and details of hard Copy of National Journals subscribed
- 9 List and details of hard Copy of International Journals subscribed
- 10 Sanction of electrical load by electric supply provider company
- 11 Details of provision of backup power supply
- 12 A certificate by an architect giving details of sewage disposal system, barrier free environment and toilets created for physically challenged and all weather approach road.
- 13 Details and proof of telephone connections available at the proposed Technical College
- 14 Details and proof about medical facility and counseling arrangements
- 15 Details of reprographic facility available for students
- 16 Details of all other educational Institutions run by the same society or management or by any other management to which the Chairman of the applicant Society is a member.
- 17 Video recording with date and time of the entire proceedings of the Expert Committee Visit, which will form part of the Expert Committee report. This will include the video of the visit with date and time of shooting, a walk through video with date and time of shooting of all infrastructural facilities created indicating the complete physical infrastructure / facilities, highlighting Front & Back side of the entire Institute building/s Internal portion of the classrooms, tutorial rooms, laboratories, workshop, drawing hall, computer centre, library, reading room, seminar hall and all other rooms, as mentioned in program-wise Instructional area requirements, Internal portion of the principal's room, Board room, main office, departmental offices, faculty cabins / seating arrangement and all other rooms as mentioned in Administrative area requirements, Internal portion of toilet facilities, boys and girls common rooms, cafeteria and all other rooms as mentioned in Amenities area requirements, circulation area details highlighting entrance lobby, passages, escalators, staircases and other common areas.

12.3 Documents to be submitted after the issuance of LoI

- 1 New Institutions granted Letter of Intent or Temporary Affiliation and the existing Institutions granted permission for introduction of new course/s division/s program/s, second shift and change in intake capacity, shall comply with appointment of teaching staff and Principal as the case may be, as per policy regarding minimum qualifications, pay scale etc, norms prescribed by the university and other technical supporting staff & administrative staff as per the schedule prescribed by the University.
- 2 Institutions other than minority Institutions shall appoint teaching staff / Principal and other technical supporting staff and administrative staff strictly in accordance with the methods and procedures of the concerned affiliating University particularly in case of selection procedures and selection committees.
- 3 The information about these appointments of staff in the prescribed format shall be submitted to the university.
- 4 In no circumstances unless the appointment of all teaching and other staff is in place, the Institutes shall start the approved Technical Courses.
- 5 Faculty and non teaching staff data shall be entered as per the prescribed format.

12.4 Additional documents to be submitted for closure of Institution

- 1 Resolution by the applicant Institution, pertaining to application for closure of Institution in the format as prescribed by the university.
- 2 No objection certificate from Concerned State Government in the given format.
3. A certificate from the college with clear mention about provisions / alternative arrangements made to take care of education of existing students studying in the Institute in the format as prescribed by the university.
- 4 Details of the RPGF / Joint FDR / FD made with university / State Government / University for establishment of the Institution.

12.5 Additional documents required for seeking permission for change of Change of Site / Location

- 1 Resolution by Governing Board Members approving change in Site / Location, duly signed by the Chairman of the Society / Trust.
- 2 No objection certificate from State Government concerned.

12.6 Additional documents required while seeking permission for the Conversion of Women's Institute into Co-Ed Institute.

- 1 A certificate stating that less than 40% admissions for three consecutive years issued by Competent Admission Authority.
- 2 A certificate stating the actual enrolment of students for the last three consecutive years, issued by the Registrar of the Affiliating University
- 3 Resolution of the Trust / Society / Board of Governors for the conversion from Women's Institution to Co-Ed Institution.
- 4 NOC of the State Government
- 5 Money to be deposited as per the Regulations in lieu of return of the existing FDR, if any, as prescribed by the university.
- 6 Land related documents to be submitted as per the Regulations.

12.7

- 1 Non-encumbrance Certificate of the land issued by the Competent Authority.

Documents to be submitted for

- Extension of affiliation to existing College
- Increase / reduction in intake in existing courses
- Adding course/s in existing program
- Closure of program / course
- Mandatory provision of supernumerary seats for TFW
- Introducing / continuing / discontinuing supernumerary seats for PIO
- Introducing / continuing / discontinuing seats for sons/daughters of NRIs
- Change of name of the Institute
- Second Shift programs
- Part Time Programs

13.1 Documents to be submitted for issuance of EoA of Existing Institutions

The applicant Institution applying for Extension of Affiliation (EoA) shall submit to the university the List of enclosures as given below duly attested by a gazetted officer or a first class Judicial Magistrate.

Supporting documents other than affidavits shall be made on the applicant's letterheads and duly authenticated by the authorized signatory of applicant or by the head of the Institution

- i. A print of the complete application and the Deficiency / Status report, shall be submitted to Affiliating University and State Government / UT concerned, along with all enclosures as below, duly attested by a gazetted officer or a first class Judicial Magistrate or Notary or an Oath Commissioner on or before the date as mentioned in the schedule.
- ii Stamped receipt from an authorized signatory of the State Government as proof of submission of these documents.
- iii Satellite map, using suitable website, showing geographical location of land with latitude and longitude mentioned on it.
- iv Copy of pay receipt in respect of Extension of Affiliation.
- v Show Cause Notice issued by University, if any, during the last two years, since the establishment of the college.
- vi Details of court cases filed against University and order of the Court, if any.
- vii An affidavit, in a format as prescribed by the university, on a Non-Judicial Stamp Paper of Rs. 100/-, duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.
- viii Copy of all the accreditation letters, if obtained in the last one year
- ix Certificate by the Head of the college to the effect that all Faculty and all non teaching staff data and all student data of all years and all courses, has been entered as per the prescribed format on the Web Portal

13.2 Documents to be submitted

The applicant college applying for Extension of Affiliation (EoA) shall submit to the university the List of enclosures as given below duly attested by a gazetted officer or a first class Judicial Magistrate.

Regulations on Affiliation of Colleges by the Universities:

Supporting documents other than affidavits shall be made on the applicant's letterheads and duly authenticated by the authorized signatory of applicant or by the head of the college

- i A copy of the Registration Certificate and Trust Deed / Registration Certificate of the Society
- ii Memorandum of Association and Rules.
- iii Details of Board of Governors of the Institute constituted as per Appendix 14.
- iv The registration document establishing that the land on which the concerned College is located is in legal possession of sponsoring trust / society as the case may be;
- v Land use certificate establishing that Competent Authority has allowed the use of the land on which the concerned Institution is located is for educational purpose and for the purpose of establishment of the Institution concerned.
- vi Khasra plan (Master plan) to show that the land is contiguous issued by the Competent Authority.
- vii Final building and floor plan duly approved by the competent authority.
- viii Certificate from an architect registered with Council of architecture regarding total built up area of the building and carpet area of each room.
- ix The Letter of Affiliation, initially given by the university, at the time of establishment of the Institution approved by the university;
- x All subsequent Letter of Extension of Affiliation and/or letters indicating variation in intake.
- xi Appointment letter, joining report, UG, PG and other certificates, passport size photograph, biometric image of right or left thumb in the absence of right thumb of Principal and all faculty members.
- xii Details of administrative and support staff appointed with biometric image of right or left thumb in the absence of right thumb and photographs as done for teaching faculty.
- xiii Latest salary sheet giving details, such as, scale of pay, gross pay, PF deduction, TDS for all teaching and non teaching staff.
- xiv Audited statement of accounts of the Institution and applicant Society / Trust / A company established under Section 25 of Companies Act 1956, and existing College for last three years, if applicable.
- xv Certified income-expenditure statement for the last financial year.
- xvi Details regarding current approved fee structure and the approving body.
- xvii Details of operational funds as on date.
- xviii List giving numbers and details for major Equipment, computers, software, and printers.
- xix Last three pages of Accession Register for Library Books.
- xx Proof of subscription of E-Journals as per appendix 9 and Hard Copy of National Journals. However Hard Copy of International Journals is desirable.
- xxi Information regarding availability of potable water supply with a test report issued by Government authority / Government recognized laboratory mentioning suitability of water for drinking purpose.
- xxii Sanction of electrical load by electric supply provider company
- xxiii Details of provision of backup power supply

- xxiv A certificate by an architect giving details of sewage disposal system, barrier free environment and toilets created for physically challenged and all weather approach road.
- xxv Details and proof of telephone connections available at the college
- xxvi Details and proof about medical facility and counseling arrangements
- xxvii Details of reprographic facility available for students
- xxviii Details of transport facility available for students and staff
- xxix a Copy of the Receipt of Joint FDR, and copy of the FDR, that the Institute opened at the time of inception of the college.
 - b In case the FDR has been encashed on completion of the eight year term, the copy of the FDR release letter issued by university to the college.
- xxx A Video (Compatible with “Windows Media Player”) of maximum five minutes duration with date and time of shooting indicating the complete physical infrastructure/ facilities and highlighting following:
 - xxxi a Front & Back side of the entire building
 - b Internal portion of the classrooms, tutorial rooms, laboratories, workshop, drawing hall, computer centre, library, reading room, seminar hall and all other rooms as mentioned in program-wise Instructional area requirements in Appendix 4.
 - c Internal portion of the principal’s room, Board room, main office, departmental offices, faculty cabins/seating arrangement and all other rooms as mentioned in Administrative area requirements in Appendix 4.
 - d Internal portion of toilet facilities, boys and girls common rooms, cafeteria and all other rooms as mentioned in Amenities area requirements in Appendix 4.
 - e Circulation area details highlighting entrance lobby, passages, escalators, staircase and other common area.

13.3 Additional documents to be submitted for permission of Increase in intake in Existing Programs

Additional documents shall be necessary while seeking permission for increase in intake in existing program

- i Resolution by the applicant organisation, pertaining to starting additional courses / divisions in existing program and allocation of land / building / funds to proposed activities in the format as prescribed by the university.
- ii Building plans approved by competent authority mentioning additional carpet area fulfilment for additional intake applied.
- iii Certificate from an architect registered with Council of Architecture regarding additional built up area of the building and carpet area of each room.

13.4 Additional documents to be submitted for closure of Programs / Courses in Existing Institutions

- i Resolution by the applicant Institution, pertaining to application for reduction in intake or closure of course / program in the format as prescribed by the university.
- ii No objection certificate from State Government concerned in the given format.
- iii A certificate is required from the college with clear mention about provisions / alternative arrangements made to take care of education of existing students studying in the Institute in the format as prescribed by the university.

Regulations on Affiliation of Colleges by the Universities:

- iv Details of the RPGF / Joint FDR / FD made with university / State Government / University for establishment of the Institution.

13.5 Additional documents to be submitted for permission to introduce supernumerary seats for PIO in Existing Institutions

- i Resolution by the applicant college, pertaining to application for Introducing supernumerary seats for PIO in the format as prescribed on the web portal.
- ii Details regarding hostel rector and hostel administration.

13.6 Additional documents required for seeking permission for seats for sons/daughters of NRIs

- i Resolution by the applicant Institution, pertaining to application for Introducing seats for sons / daughters of NRIs in the format as prescribed by the university.

13.7 Additional documents required for seeking permission for change of Name of the college

- i Resolution by Governing Board Members approving change in name, duly signed by the Chairman of the Society / Trust.
- ii No objection certificate from State Government concerned.

13.8 Documents to be submitted to the Expert committee members during visit for permission of Change of Site / location, closure of college, Foreign Collaborations, Twinning Programs and Conversion of Women's college to Co – Ed college.

- i A copy of the application submitted to the university.
- ii List giving numbers and details for major Equipment, computers, printers and software.
- iii Last three pages of Accession Register for Library Books.
- iv Proof of Subscription of E-Journals and hard Copy of National & International journals
- v Examination Results and Statistics of previous two batches.
- vi Latest salary sheet giving details, such as, scale of pay, gross pay, PF deduction, TDS for all teaching and non teaching staff and Teaching Staff: Student ratio.
- vii Information regarding availability of potable water supply with a test report issued by Government. Authority / Government. recognized laboratory mentioning suitability of water for drinking purpose.
- viii Sanction of electrical load by electric supply provider company
- ix Details of provision of backup power supply
- x Details and proof about medical facility and counseling arrangements
- xi Its report on the same day of the visit.
- xii Video recording of Expert Committee visit as a part of the expert committee visit report.
- xiii Attendance sheet in the format as prescribed, duly signed / digitally authenticated by, the Expert Committee members representatives of applicant Society / Trust present during the visit and Principal of the college who is present during the visit.

Composition of Board of Governors on university affiliated Institutions

14.1

- a The Governing Body shall have at least eleven members including the Chairman and the Member-Secretary. The Registered Society / Trust shall nominate six members including the Chairman and the Member- Secretary, and the remaining five members shall be nominated as indicated below
- b Chairman to be nominated by the Registered Society / Trust.
The Chairman of the Governing Body shall preferably be a technical person either entrepreneur of an industrialist or an educationist of repute who is interested in development of technical education and has demonstrated an interest in promotion of quality education.
- c Two to five Members to be nominated by the Registered Society / Trust d Nominee of the University.
- e Two members from amongst industrialists / technologists / educationists of the region to be nominated by the Vice Chancellor.
- f Two nominees of the State Government.
- g Principal of the College concerned (as nominee of the Society / Trust) – Member Secretary.
- h Two Faculty members to be nominated from amongst the regular staff, one at the level of Professor and one at the level of Assistant Professor.
- i The number of members can be increased equally by adding nominees of the registered Society and by adding an equal number of educationists from the Region keeping in view the interest of the College. The total number of members of a Governing Body shall, however, not exceeding 21.

(Upamanyu Basu)
Secretary (i/c)

**University Grants Commission
(Institutions of Eminence Deemed to be Universities) Regulations, 2017.**

No. F. 1-4/2016(CPP-I/DU,-PREAMBLE

To create a distinct category of Deemed to be Universities, called Institutions of Eminence Deemed to be Universities, which would be regulated differently from other Deemed to be Universities so as to evolve into Institutions of world class in a reasonable time period, the University Grants Commission, in exercise of powers conferred under Clauses [f] & [g] of Sub-Section [1] of Section 26 of the University Grants Commission Act, 1956, hereby, makes the following Regulations, namely:

1. SHORT TITLE, APPLICATION AND COMMENCEMENT

- 1.1 These Regulations may be called the UGC (Institutions of Eminence Deemed to be Universities) Regulations, 2017.
- 1.2 These Regulations shall apply to every existing or proposed Institution, not owned or controlled by Government, seeking declaration or having been declared as an Institutions of Eminence Deemed to be University under these Regulations.
- 1.3 These Regulations shall also apply to Government owned and controlled Deemed to be Universities which have been declared Institutions of Eminence under UGC (Declaration of Government Educational Institutions as Institutions of Eminence) Guidelines, 2017, to the extent mentioned in these Regulations.
- 1.4 The Deemed to be Universities declared as “Institutions of Eminence Deemed to be Universities” under these Regulations or under UGC (Declaration of Government Educational Institutions as Institutions of Eminence) Guidelines, 2017 shall be regulated under these Regulations and Guidelines only and the UGC (Institutions Deemed to be Universities) Regulations, 2016 shall not apply to such Institutions of Eminence Deemed to be Universities.
- 1.5 These Regulations shall come into force with effect from the date of their notification in the Official Gazette.

2. DEFINITIONS

In these Regulations, unless the context otherwise requires:

- 2.1 “Act” means the University Grants Commission Act, 1956 [Act 3 of 1956].
- 2.2 “Campus” means Campus of the Institutions of Eminence Deemed to be University; wherein its major facilities including academic facilities, faculty, staff, and students are located in India.
- 2.3 “Commission” means the University Grants Commission (UGC) constituted under the Act or any other body empowered to regulate an institution deemed to be university under any law for the time being in force.
- 2.4 “Constituent Institution” means an Institution operating under the administrative, academic and financial control of the Sponsoring Organization.
- 2.5 “Empowered Experts Committee” means a Committee constituted by the Commission to exercise the powers conferred by Regulations 7 of these Regulations.
- 2.6 “Government” means the Central Government, unless the context so specifies.
- 2.7 “Guidelines” means UGC (Declaration of Government Educational Institutions as Institutions of Eminence) Guidelines, 2017.

- 2.8 “Institution” means an Institution for higher education engaged in teaching and research of high academic standards at the undergraduate, post-graduate or higher levels.
- 2.9 “Institution Deemed to be University” means an Institution for higher education so declared, on the recommendation of the Commission, by the Central Government under Section 3 of the Act.
- 2.10 “Ministry” means Ministry of Human Resource Development.
- 2.11 “Notification” means a notification issued by the Central Government in the Official Gazette declaring an Institution for higher education, as an Institutions of Eminence Deemed to be University, under Section 3 of the UGC Act, 1956.
- 2.12 “Off-Campus Centre” means a centre of the Institutions of Eminence Deemed to be University beyond its Campus and located elsewhere in the country.
- 2.13 “Off-Shore Campus” means a campus of the Institutions of Eminence Deemed to be University beyond its Campus and located outside India.
- 2.14 “Processing Fee” means the charges that have to be paid by the applicant Institution to the Commission along with the application for processing such application. The Processing Fee shall be Rupees one crore for Institutions which apply for the status of Institutions of Eminence Deemed to be University. The Commission may revise it from time to time.
- 2.15 “Professional Regulatory Council” means a body constituted under any law for the time being in force for determining or maintaining standards of quality in the relevant areas of higher education pertaining to professional education and bodies such as Medical Council of India (MCI), Dental Council of India (DCI), National Council for Teacher Education (NCTE) and Bar Council of India (BCI), etc.
- 2.16 “Sponsoring Organization” means a body being a charitable or a not-for-profit Society or a public Trust or a Company incorporated under Section 8 of the Companies Act, 2013 making an application to upgrade its existing Institution Deemed to be University into an Institutions of Eminence Deemed to be University or to establish a new Institutions of Eminence Deemed to be University.
- 2.17 “Institutions of Eminence Deemed to be University” means an Institution declared as such under these Regulations and which shall be distinct from “Deemed to be Universities” declared under UGC (Institutions Deemed to be Universities) Regulations, 2016.

3. OBJECTIVES OF INSTITUTIONS OF EMINENCE DEEMED TO BE UNIVERSITIES

The objectives of Institutions of Eminence Deemed to be Universities shall be:

- 3.1 to provide for higher education leading to excellence and innovations in such branches of knowledge as may be deemed fit at post-graduate, graduate and research degree levels and award degrees, diplomas and other academic distinctions;
- 3.2 to engage in areas of specialization to make distinctive contributions to the objectives of the university education system wherein the academic engagement is clearly distinguishable from programmes of an ordinary nature and is tuned to developing the capacity of the students and the researchers to compete in the global tertiary education marketplace through the acquisition and creation of advanced knowledge in those areas;
- 3.3 to provide for high quality teaching and research and for the advancement of knowledge and its dissemination through various research programmes undertaken in-house by substantial number of full time faculty and research scholars in diverse disciplines;

- 3.4 to pay special attention to teaching and research in unique and emerging areas of knowledge, including interdisciplinary areas, which are regarded as important for strategic needs of the country but are not being pursued by conventional or existing institutions so far, and award degrees, diplomas and other academic distinctions.
- 3.5 to aim to be rated internationally for its teaching and research as a top hundred Institution in the world over time.

4.0 CHARACTERISTICS OF INSTITUTIONS OF EMINENCE DEEMED TO BE UNIVERSITIES

- 4.1 Notable features present in existing international institutions of global repute, which figure at the top in all reputed ranking frameworks, include the following:
 - i Highly qualified faculty, with freedom to hire from across the world;
 - ii Existence of academic, administrative and financial autonomy; iii. Excellence in research; iv. High Quality of teaching;
 - iii High levels of funding;
 - iv Adequate financial assistance to meritorious students to support a need-blind admissions process;
 - v Selection of students through a transparent system so as to ensure intake of meritorious students;
 - vi A significant proportion of international students;
 - vii Autonomous governance structures;
 - viii Well-equipped facilities for teaching, research, administration, and student life;
 - ix Tangible and intangible contribution to the society; and
 - x Ability to leverage alumni and alternative funding sources, and the autonomy to utilize these resources
- 4.2 While an Institution declared as an Institution of Eminence Deemed to be University is free to choose its path to become an institution of global repute, an indicative list of parameters, the institute should satisfy within a reasonable time from the date of notification declaring it as an Institution of Eminence Deemed to be University are as follows:
 - 4.2.1 It should preferably be multi-disciplinary or inter-disciplinary and have both teaching and research focus of an exceptionally high quality.
 - 4.2.2 It should offer inter-disciplinary courses, including in areas of emerging technology and interest as well as those of relevance to the development concerns of countries like India and also award degrees, diplomas and other academic distinctions in such interdisciplinary areas.
 - 4.2.3 It should have a good proportion of foreign or foreign qualified faculty. Foreign / foreign qualified faculty means:
 - a. Any faculty of non Indian citizenship. Or
 - b. Any Indian citizen who has spent considerable time in academics in a foreign country, with his academic qualification /experience from top 500 Institutions figuring in a reputed world ranking.
 - 4.2.4 There should be a reasonably good mix of Indian and foreign students.
 - 4.2.5 There should be a transparent merit based selection in admissions, so that the focus remains on getting meritorious students.

- 4.2.6 The admission process should be need-blind — so that once a student gets admission purely on merit, such a meritorious student should not be turned away for lack of financial ability.
- 4.2.7 The faculty student ratio should be not be less than 1:20 at the time of notification issued declaring an Institution as an Institution of Eminence and should increase over time so as not to be less than 1:10 after five years of this date. The faculty for this purpose includes the regular faculty, adjunct faculty, and long term faculty (for at least three years). Part time faculty shall not be counted for the purpose.
- 4.2.8 There should be laboratory facilities to undertake cutting-edge scientific research for those Institutions of Eminence Deemed to be Universities doing scientific research. In case of humanities, social science and other interdisciplinary areas, the faculty should be engaged in research and field work in frontier areas using the latest methodologies.
- 4.2.9 The Institution of Eminence Deemed to be University should strive to achieve social impact by engaging in applied research and innovation in issues of concern to developing societies.
- 4.2.10 The Institution of Eminence Deemed to be University should develop teaching and research collaborations with a reasonable number of global universities figuring in the most reputed global rankings.
- 4.2.11(i) The Institution of Eminence Deemed to be University should have:
- a) For existing private Institution, an initial corpus fund of Rupees 60 crore which would be increased at an annual uniform rate to Rupees 150 crore in ten years time and guaranteed pipeline of Rupees 500 crore, along with a credible plan for additional Rupees 500 crore.
 - b) For yet to be established institutions, an initial corpus fund of Rs 60 crore which would be increased at an annual uniform annual rate to Rs 150 crore in ten years time and guaranteed pipeline of Rs 500 crore, along with a credible plan for additional Rs 1000 crore.
- (ii) The source of funds should be known and should be available for scrutiny by competent authorities.
- 4.2.12 The Institution of Eminence Deemed to be University should be known for promoting a culture where faculty are encouraged to publish regularly in peer-reviewed journals and engage academically with the issues of concern to the society. It should have a record of research publications at the mean rate of at least one per faculty member each year in reputed peer-reviewed international journals based on publication made by top 100 global Universities in these journals. For this purpose:
- a. Any paper published in international publications which are included in SCOPUS, Web Science or similar international agencies can be counted.
 - b. Instead of every faculty required to be satisfying the publication criteria, it would be enough if the parameters is satisfied as an average across the institution.
- 4.2.13 The Institution of Eminence Deemed to be University should have a world-class library with subscriptions to reputed journals in the areas of courses it is offering.
- 4.2.14 The Institution of Eminence Deemed to be University should have student amenities comparable with that of globally reputed institutions.

- 4.2.15 The Institution should be accredited by National Assessment and Accreditation Council (NAAC) or an alternative version of NAAC which conforms to UGC (Institutions of Eminence Deemed to be Universities) Regulations, 2017 or its amendments and also be assessed by atleast one reputed international accreditation agency, one whose ratings are a credible and widely accepted global benchmark. The Institution may however appeal on accreditation of NAAC or alternative version of NAAC to the Empowered Experts Committee, whose decision shall be final.
- 4.2.16 The Institution of Eminence Deemed to be University should have reasonably large owned / long term leased (at least thirty years) campus with adequate space for expansion.
- 4.2.17 The governance structure of the Institution of Eminence Deemed to be University should be distinct from the governance structure of the Sponsoring Organization.
- 4.2.18 The Institution of Eminence Deemed to be University should achieve a student enrolment of at least ten thousand over a period of fifteen years. However, the institutions may project a lower figure as its enrolment target with justification on how that enrolment figure would enable it to become a world class university.
- 4.2.19 It should come in top five hundred of any of the world renowned ranking frameworks (such as the Times Higher Education World University Rankings or QS or Shanghai's Jiao Tong University) in the first ten years of setting up on being declared as Institution of Eminence, and having achieved top five hundred rank, should consistently improve its ranking to come in the top one hundred eventually over time.
- 4.3 The Institution giving an application to be declared as an Institution of Eminence, should in its proposal mention the detailed and tangible action plan, milestones, and timelines by which it seeks to achieve each of the parameters laid down in Regulation 4.2, mentioning milestones to be achieved in first five years and over 15 years.

5.0 PROVISION REGARDING DECLARATION OF AN EXISTING GOVERNMENT OWNED AND CONTROLLED DEEMED UNIVERSITY AS AN INSTITUTION OF EMINENCE DEEMED TO BE UNIVERSITY

- 5.1 The UGC (Declaration of Government Educational Institutions as Institutions of Eminence) Guidelines 2017 would apply to existing Government owned and controlled Deemed to be University which seeks to become Institution of Eminence.
- 5.2 Such an Institution will have to apply to MHRD as per the provisions given in the Guidelines and the selection procedure would be as per the provisions given in the Guidelines.
- 5.3 If such Deemed to be University is declared as an Institution of Eminence under the Guidelines, then it would be eligible to be called "Institution of Eminence Deemed to be University".
- 5.4 The funding, additional incentives, monitoring, accreditation ranking and penalty, of such Government owned and controlled Institutions shall be as provided for in the Guidelines.
- 5.5 Provisions in these Regulations regarding distance education, unitary status and Reservation would also apply to such Government owned and controlled Institution of Eminence Deemed to be University.

6.0 ELIGIBILITY CRITERIA FOR DECLARATION OF A PRIVATELY OWNED AND CONTROLLED INSTITUTIONS TO BE CONFERRED THE STATUS OF INSTITUTION OF EMINENCE DEEMED TO BE UNIVERSITY

6.1 The proposed Institution of Eminence Deemed to be University should satisfy the following provisions:

- (i) It should be an Institution which has been established as a private Deemed to be University satisfying all the provisions of the UGC (Institutions Deemed to be Universities) Regulations, 2016 or established under a law made by a Legislative Assembly of any State satisfying all conditions laid down under UGC (Establishment of and Maintenance of Standards in Private Universities) Regulations, 2003 as amended; or it should make a completely new proposal to establish an Institution of Eminence Deemed to be University.
- (ii) The Sponsoring Organization shall be not-for-profit society or a public trust or a company constituted under Section 8 of the Companies Act, 2013.
- (iii) The Sponsoring Organization for greenfield institutions should have members whose total net worth is at least Rupees five thousand crore collectively. For existing institutions, the total networth of all members of Sponsoring Organisation should be Rupees three thousand crore collectively.
- (iv) The Sponsoring Organization should have atleast some members whose credentials, as borne out by their record and to the satisfaction of the Empowered Experts Committee, indicate that they are committed to the objectives laid out in Regulation 4.
- (v) The Sponsoring Organisation should have identified the first Chancellor and first Vice-Chancellor and the core team who will implement the work of setting up the Institution of Eminence Deemed to be University. All of them should have very high qualifications and wide experience.
- (vi) The institutions of Eminence Deemed to be Universities should have corpus fund and other financial resources as specified in Regulation 4.2.11.
- (vii) A detailed fifteen year strategic vision plan and a five year rolling implementation plan, with clear annual milestones and action plans on how the new Institution of Eminence Deemed to be University is to be set up, with identifiable outputs and outcomes and how it plans to meet the criteria for attaining the status of an Institution of Eminence Deemed to be University, as laid down in Regulation 4.
- (viii) The governance structure of the Institution of Eminence Deemed to be University should be distinct from the governance structure of the Sponsoring Organization. The apex Governing Body of the University should consist of members whose credentials indicate that they can contribute to achievement of the objectives laid out in Regulation 4, and not be mere representatives of some section or entity. The Sponsoring Organisation and the apex Governing Body of the University should be separate body corporate, though there could be a few members from Sponsoring Organisation in the apex Governing Body to leverage the full commitment of sponsors to deliver the desired outcomes in a very short-time frame. The governance structure should demonstrate the sponsor's commitment to an arms-length relationship between the two entities.
- (ix) It should have sufficient evidence to show that it has experience in translating plans into real achievements in any field (not necessarily in the field of higher education, but preferably in it) as per its plans.

- (x) In case of institutions established under a law passed by a Legislative Assembly of a State, they should submit an undertaking from the respective State Government that, if the University is selected as an Institution of Eminence, then:
 - i) If there is an exit clause in the existing legislation governing the institution, then the State Government would withdraw its status as an institution under the said legislation and allow it to become an Institution of Eminence Deemed to be University or
 - ii) If no such exit clause is there in the existing legislation governing the institution, then State Government would introduce an appropriate legislation in the State Legislature withdrawing its status as an institution under the said legislation.
- (xi) In case of existing institutions, appropriate consideration will be given at the time of selection to their record of adherence to the principles mentioned in Regulation 4.

7.0 EMPOWERED EXPERTS COMMITTEE

7.1 Appointment

There shall be an Empowered Experts Committee (EEC) consisting of three to five eminent persons appointed for a period of three years. The member/s shall be eligible to be reappointed for one or more terms of three years each. They will be reputed and credible individuals who have contributed to education, other public issues, economic growth and social development for a minimum period of ten years. They should have had an exceptional and untarnished record in their respective fields of excellence, and an incontrovertible and demonstrated commitment to public causes. The members of the Committee would be appointed by the Commission as advised by the Central Government, which would send the names to the Commission after taking the approval of the Appointments Committee of Cabinet (ACC). A panel of names shall be sent to ACC on the recommendation of Search Committee consisting of Cabinet Secretary as Chairperson and Secretary (Higher Education) and Chairperson (UGC) as members. ACC may either approve the names recommended by the search committee or may substitute any or all the names recommended.

7.2. Powers and functions of the EEC

The power and functions of the EEC shall include:

- (i) Scrutinizing and appraising the proposals submitted by existing Private Institutions desirous of being declared as an Institutions of Eminence Deemed to be University and from Sponsoring Organizations desirous of setting up new Institutions of Eminence Deemed to be Universities.
- (ii) Making recommendations to the Commission for the purposes of selection of Institutions of Eminence Deemed to be Universities, in accordance with Regulation 8.4.
- (iii) Monitoring and reviewing of implementation plans of Institutions of Eminence Deemed to be Universities, in accordance with Regulation 13.
- (iv) Conducting review of Institutions of Eminence Deemed to be Universities in order to ensure quality, as provided for in Regulation 11.6.2
- (v) Evolving such other monitoring and review systems with the objective of guiding and supervising the growth of Institutions of Eminence Deemed to be Universities.
- (vi) Deciding on appeals against the decision of a domestic accreditation body on relevant accreditation of the Institutions of Eminence Deemed to be Universities.

- (vii) Deciding on changes in transfer of sponsorship from any or all of the original sponsors of Institutions of Eminence Deemed to be Universities.
- (viii) Making recommendations to the Commission with respect to the liquidation of the Corpus Fund of an Institution of Eminence Deemed to be University.
- (ix) Calling for the accounts of the Institution of Eminence Deemed to be Universities to verify compliance with the corpus and other additional guaranteed and committed financing requirements.
- (x) Assessing deviations from the goals of Institutions of Eminence Deemed to be Universities and making recommendations to the Commission regarding Penalties for the same.
- (xi) Examining proposals on issues not covered in the regulations and making recommendations to the competent authorities.

8.0 PROCEDURE FOR DECLARATION AS AN INSTITUTION OF EMINENCE DEEMED TO BE UNIVERSITY

8.1 Call for application

The Commission shall call for applications, to be submitted to the Ministry of Human Resource

Development, both from existing Private Institutions desirous of being declared as an Institution of Eminence Deemed to be University and also from Sponsoring Organisations desirous of setting up new Institutions of Eminence Deemed to be Universities. The advertisement shall be issued both in print media and also shall be put on the website of Commission and the Ministry of Human Resource Development. A minimum time of ninety days should be provided for submitting applications from the date of the advertisement.

8.2 Application

8.2.1 An application in specified format may be made by the Chancellor of an existing Private Institution Deemed to be University / existing Private University and by Sponsoring Body for an institution yet to be established to the Ministry of Human Resource Development, along with a processing fee of Rupees one crore by way of Demand Draft drawn in favour of The Secretary, University Grants Commission. The processing fee is refundable to the extent of Rupees seventy five lakh to the applicant who are not selected as Institutions of Eminence.

8.2.2 Every application should have two parts, a fifteen year strategic vision plan as well as a five year implementation plan. The former would be the long-term strategic plan to meet the objectives and characteristics of an Institution of Eminence and shall also contain the quantified milestones and timelines for the institution to achieve world-class repute as laid down in Regulations 3 and 4. The implementation plan should contain detailed and tangible annual action plans to achieve the objectives laid out in the strategic plan.

8.3 Accompanying documents

Each application should be accompanied by the following (as applicable as per the Category of the Institution under Regulation I .2):

- (a) Details of members / directors of the Sponsoring Organization.
- (b) The guiding documents of Sponsoring Organisation (such as Memorandum of Association or Trust Deed) which should clearly lay down that research & education is one of the main objectives.

Regulations pertaining to Autonomy to HEIs:

- (c) Supporting documents to satisfy the eligibility condition on net worth given in Regulation 6.1 (iii).
- (d) Supporting documents to satisfy the eligibility conditions on corpus and financial resources given in the Regulation 6.1 (vi).
- (e) There should be an in-principle commitment from the concerned persons to make available adequate land for the development of the Institution of Eminence Deemed to be University.
- (f) Governance structure, including apex Board, and the nature of relationship between the proposed Institution of Eminence Deemed to be University and the Sponsoring Organization.
- (g) Name and details of the Chancellor, first Vice Chancellor and the core team who will implement the work of setting up of the proposed Institution of Eminence Deemed to be University.
- (h) Details of a five year implementation plan to establish the foundations of an Institution of global repute and consisting of the following:
 - (i) An academic plan showing the courses proposed and their schedule of offering.
 - (ii) A faculty recruitment policy and plan meet the academic plan requirements. The faculty plan should strive to maintain the faculty-student ratio of at least 1:10. A proportion of the faculty should have either studied or worked in the top-tier global Universities. This should also contain information about any proposal to draw faculty resources from industry, government, non-profit organisations etc.
 - (iii) A student admissions policy and plan to select Indian and foreign students and expand the enrolment to the desired level as mentioned in Regulation 4.2.18. The admissions policy should also contain the details of the scholarships that will be provided to ensure that meritorious selected students without adequate financial capability are not turned away.
 - (iv) A research plan indicating the research laboratories and other facilities proposed to be established. In case of humanities, social science and other interdisciplinary faculties, the research plan should indicate the broad areas and nature of field work and research sought to be done.
 - (v) A networking plan outlining the teaching and research collaborations and partnerships with private sector and foreign universities, research institutions, think-tanks, labs etc. that are proposed to be put in place.
 - (vi) An infrastructure development plan that would meet the proposed academic and admissions plans as well as all student and other amenities.
 - (vii) A financing plan, with details of the sources and estimated amounts, to meet the aforementioned plans as well as modalities for their transfer to the proposed Institution Of Eminence Deemed to be University.
 - (viii) An administrative plan for getting accreditation from national and international agencies, as well as marketing and promotion.
 - (ix) A governance plan that indicates the proposed Institution of Eminence Deemed to be University's institutional structure and how it overlaps with ownership, decision-making processes and social engagement. This governance plan should be committed to the highest global standards of transparency, accountability, and efficiency.

- (x) All these plans should signal the clear commitment of the promoters to achieve the objectives and characteristics laid down in Regulation 3 & 4 and should have actionable items with clear and quantified milestones and timelines.
- (xi) The objective should be that the proposed Institution of Eminence Deemed to be University should stabilize and establish credibility to be on a path to become a university of global repute in the first fifteen years.
- (i) The five year implementation plan would be recast for each five year cycle, so as to achieve the objectives outlined in the fifteen year strategic plan.
- (j) A bank guarantee for Rupees ten crore, which would be forfeited if the proposed Institution of Eminence Deemed to be University is not set up within the given time.
- (k) A plan to implement the accounting standards of educational institutions as well as double independent tracking of Accounts, expenditure and reinvestment.
- (l) In case of State Private University, an undertaking from the State Government specified in Regulation 6.1 (x).
- (m) Any other information or document which the advertisement/ application format specifies.

8.4 Selection of Institutions of Eminence Deemed to be Universities

After the receipt of application, a two stage approval process would be followed — issue of Letter of Intent (LOI) initially and finally issue of order for declaration as an Institution of Eminence Deemed to be University. The applications shall be processed in the following manner:

- (a) The Ministry of Human Resource Development will forward all applications received by the last date to the Commission which would entrust it to the Empowered Expert Committee.
- (b) Simultaneously, the Commission shall also address the State Government, where the Institute is proposed to be located in case of a new Institution yet to be established, asking for its no objection, and if the State Government objection is not received in three weeks time, it shall be presumed that it has no objection.
- (c) The Empowered Expert Committee shall conduct its appraisal based on the documents submitted by the applicant as well as any other measure of demonstrated commitment to the cause of developing an Institution of Eminence. This appraisal will be a table one, involving scrutiny of papers submitted, along with multiple interactions with the representatives of the Sponsoring Organizations, and may also involve any field visit. The Empowered Experts Committee shall engage with the Institutions to study their proposals, hear presentations from them and after a thorough scrutiny, rank the Institutions for their suitability for inclusion in this scheme, based on which the Empowered Experts Committee would make its recommendations. The EEC will also give names of additional institutions apart from the ten institutions in order of merit as reserved institutions.
- (d) The recommendations of the Empowered Expert Committee shall be submitted to the Commission, which shall forward it to Ministry of Human Resource Development within fifteen days of receipts of the recommendations.
- (e) The Ministry of HRD will issue a Letter of Intent (LOI), or otherwise, within two weeks of receipt of the recommendations under Regulation 8.4(d).

- (f) The EEC will conduct yearly review of the progress made by the Institutions to whom LOI has been issued, to ascertain whether the progress made by the institute is commensurate with time considering that Institute has to be ready for commencing the academic operations within the time stipulated in LOI. In case EEC is satisfied that the progress of any institute is not commensurate, it will ask the Institution to rectify the situation within a time frame prescribed by EEC and if still not rectified by the end of the time period given, the EEC may recommend withdrawal of LOI of that institute. The Government will examine the recommendation and may pass orders cancelling LOI and may also issue LOI to the next Institute in the reserve list.
- (g) The Sponsoring Organization in case of new Institution or the University, in case of existing Institution, will set up or upgrade, as the case may be, the Institution and indicate its readiness for commencing academic operations, as per the plan within three years of issue of Letter of Intent. For extension of this period for a maximum six months, it will have to apply to the Ministry of Human Resource Development specifically for the same giving the reasons for delay.
- (h) Once the indication for readiness for commencing academic operations is received in the Ministry of Human Resource Development, the Ministry of Human Resource Development shall send it to Commission which shall ask the Empowered Experts Committee to do an assessment of readiness in thirty days' time and send the report to the Commission. The report of Empowered Experts Committee shall be placed before the Commission, which shall forward it to the Ministry of Human Resource Development, within fifteen days.
- (i) The Institution can also get the assessment done, in parallel, if it wishes too, through a third party international agency which has accredited at least ten Institutions from the top hundred Institutions in a reputed global ranking index. In case of difference between Empowered Experts Committee assessment and the independent assessment, the Empowered Experts Committee shall re-examine the proposal and its conclusions will be final.
- (j) Based on the recommendations of the Empowered Experts Committee, as approved by the Commission, the Ministry of Human Resource Development, shall issue orders on selection of Institutions under this scheme.
- (k) The LOI issued to the Sponsoring Organisation is non transferable. The composition of Sponsoring Organisation cannot be changed. In exceptional circumstances like death and bankruptcy, the EEC, for the reasons to be recorded in writing, may allow, the composition of the sponsoring Organisation to be changed, subject to the condition that the new Member / Members satisfy to the EEC, the condition given in Regulation 6.1 (iv).

8.5 SIGNING OF Memorandum of Understanding

The strategic and implementation plans for each Institution of Eminence Deemed to be University would be converted into a Memorandum of Understanding (MOU) that shall guide and govern the development of the Institution during that period. It shall be revised every five years to incorporate the new implementation plan. In case of an existing Private University under a law passed by the Legislative Assembly of a State, such a Memorandum of Understanding shall be signed only after it ceases to be a Private University.

8.6 NOTIFICATION

After signing of the Memorandum of Understanding, the Government shall issue a notification within thirty days declaring the Institution as an Institution of Eminence Deemed to be University. If it is an existing Deemed to be University, such a notification shall automatically imply that the Institution is no longer a Deemed to be University under UGC (Institutions Deemed to be Universities) Regulations, 2016, but an Institution of Eminence Deemed to be University under this Regulation.

9.0 GOVERNANCE SYSTEM

9.1 The Governance structure of the Institution of Eminence Deemed to be University should be distinct from the governance structure of the Sponsoring Organization. The apex governing body of the Institution of Eminence Deemed to be University should consist of members / directors whose credentials indicate that they can contribute to achievement of the objectives laid out in Regulation 4, and not be mere representatives of some entity. The Sponsoring Organisation and the apex Governing Body of the University should be separate body corporate, though there could be a few members from Sponsoring Organisation in the apex Governing Body to leverage the full commitment of sponsors to deliver the desired outcomes in a very short-time frame. The governance structure should ensure an arms-length relationship between the two entities.

10.0 FUNDING

There shall be no funding by the Central Government either to existing Private Institutions which have been declared as Institutions of Eminence Deemed to be Universities or to the newly established private Institutions of Eminence Deemed to be Universities under this scheme. However, this would not exclude them for accessing Government funds allocated for specific studies/projects which they may execute.

11.0 ADDITIONAL INCENTIVES

The Institutions of Eminence Deemed to be Universities selected in the aforesaid manner shall have additional incentives. These incentives would be available to all Institutions of Eminence Deemed to be Universities under these Regulations. As such, consistent with the national policy objective of creating an enabling regulatory architecture for these Institutions of Eminence Deemed to be Universities, the Institutions of Eminence Deemed to be Universities shall, upon declaration as Institutions of Eminence Deemed to be Universities, be governed by the provisions of this Regulation. In particular, such Institutions of Eminence Deemed to be Universities shall be exempt from all UGC Regulations and other guidelines, notifications and orders of the Commission on matters pertaining to the subject areas laid down in Regulation 11.1 to 11.6 of these Regulations.

11.1 Admission and Fees Structure:

- 11.1.1 While domestic students shall have to be selected through a transparent merit based system (which can be designed by the Institution of Eminence Deemed to be University itself), the Institution of Eminence Deemed to be University would be free to admit foreign students on merit as per its internal policies, subject to a maximum of additional thirty percent of the strength of admitted domestic students.
- 11.1.2 The Institution of Eminence Deemed to be University would be free to fix fees, for both domestic and foreign students as per its internal policies, and would be exempted from any fee regulations which may be there in force. However, fee should be fixed in a transparent and upfront manner without any hidden charges to be taken from students. In addition, charging of capitation fee is prohibited and any incident of such charging shall be treated as a serious violation necessitating provisions of penalty as per the law.

11.1.3 While fees can be charged from foreign students without restriction, the freedom to determine the domestic student fees shall be subject to the condition that no student who gains admission on merit should be turned away for lack of financing, for which the Institution of Eminence Deemed to be University shall create a credible and robust programme of financial assistance in the form of scholarships and loans to ensure that such students can pursue higher studies without any financial difficulty.

11.1.4 Since no existing fee regulation guidelines are to be applicable to such Institutions of Eminence Deemed to be Universities, they will have to set up the institution of Ombudsman to cater to student grievances and allegations of unfair practice, if any. The contact details of the Ombudsman shall be prominently displayed by the Institution of Eminence Deemed to be University on its website, prospectus and at the premises.

11.2 Flexibility in course structure

11.2.1 The Institution shall have the freedom to offer courses within a programme as well as to offer degree in newer areas, after approval of its Governing Council and subject to broadly conforming to minimum prevailing standards, without consulting the Commission but with intimation to it.

11.2.2 The Institution of Eminence Deemed to be University shall also have flexibility of course structure in terms of credit hours and number of years to take a degree, after approval of its Governing Council and subject to broadly conforming to minimum prevailing standards.

11.2.3 The Institution of Eminence Deemed to be University shall have complete flexibility in fixing of curriculum and syllabus, with no UGC mandated curriculum structure.

11.2.4 The Institution of Eminence Deemed to be University shall have the freedom to offer online courses as part of its programmes (subject to a limit of twenty percent of any programme). However, this twenty percent restriction would not preclude the Institution of Eminence Deemed to be University from offering certificate courses entirely through online mode.

11.3 Recruitment of faculty:

11.3.1 The Institution of Eminence Deemed to be University may recruit faculty from India and abroad. The approach should be to attract the most talented people, no matter where they come from, who are open to new ideas and approaches.

11.3.2 The Institution of Eminence Deemed to be University shall have complete autonomy in the appointment of faculty, promotions etc including the autonomy to offer them emoluments and perks commensurate with their standing as it deems fit.

11.3.3 The Institution of Eminence Deemed to be University is free to adopt any career progression scheme for its faculty and the UGC Career Advancement Scheme and associated Regulations pertaining to the same shall not be automatically applicable in such Institutions of Eminence Deemed to be Universities.

11.3.4 The Institution of Eminence Deemed to be University may hire personnel from industry, etc. as faculty, who, while being experts in their areas, may not have the requisite higher academic qualifications.

11.4 Academic collaborations:

11.4.1 Academic collaborations with foreign higher educational institutions ranked in top 500 in global rankings shall be exempt from approvals by the Government or the Commission, except with Institutions from negative list of countries determined by the Ministry of External Affairs or the Ministry of Home Affairs.

11.4.2 The Institutions of Eminence Deemed to be Universities shall be free to enter into academic collaborations with Institutions within the country.

11.5 Financial Autonomy:

11.5.1 The Institution of Eminence Deemed to be University shall have complete financial autonomy to spend the resources raised and allocated.

11.6 Inspection:

11.6.1 The existing UGC Regulations relating to inspection shall not apply to these Institutions of Eminence Deemed to be Universities.

11.6.2 However, the Institution of Eminence Deemed to be University shall work out the details of a self-disclosure-cum-review mechanism to ensure quality, with review being done by the Empowered Expert Committee. The Committee may, if it deems necessary, take assistance of teams consisting of experts from internationally ranked Institutions and from Institutions of National Importance.

12.0 GRIEVANCE REDRESSAL SYSTEM

The Institution of Eminence Deemed to be University shall appoint an Ombudsman to deal with grievances of students and faculty and allegations of unfair practice. The ombudsman selected should be independent of the institution or the management now or in the recent past and concurrence of Empowered Expert Committee shall be taken before appointment of the ombudsman. The contact details of the Ombudsman shall be displayed prominently in the campus, on the homepage of the Institution of Eminence Deemed to be University's website and in the prospectus.

13.0 MONITORING AND REVIEW

13.1 The Institutions of Eminence Deemed to be Universities shall be reviewed once in three years after their notification as such by the Ministry of Human Resource Development by the Empowered Expert Committee for adherence to their implementation plans, keeping in view their fifteen year strategic plans. The monitoring and review shall continue till the Institution of Eminence Deemed to be University gets into top one hundred in a world ranking of repute for two consecutive years or till fifteen years, whichever is earlier.

13.2 However, the Institutions shall inform the Empowered Experts Committee every year on the progress made in realizing the goals laid out in the implementation and strategic plans, in a manner so prescribed by the Committee.

13.3 The Empowered Experts Committee may also evolve such other monitoring and review systems, especially in the initial years, with the objective of guiding and supervising the growth of the Institution of Eminence Deemed to be University.

13.4 Apart from this, the Empowered Experts Committee may require the Institutions to annually self-report and publicly display certain information relating to compliance with their implementation and strategic plans,

13.5 The annual review exercise should be completed by June each year.

Regulations pertaining to Autonomy to HEIs:

- 13.6 The Committee may suggest remedial action to address deficiencies, if any. The Institution of Eminence Deemed to be University shall take steps to address them within a reasonable time period.

14.0 ACCREDITATION and RANKING

- 14.1 The Institution of Eminence Deemed to be University, within five years of its notification will have to get accreditation as per Regulation 4.2.15.
- 14.2 The Institution of Eminence Deemed to be University, within five years of its notification declaring it as an Institution of Eminence Deemed to be University, shall get itself ranked in the National Institutional Ranking Framework and in an International Ranking index of repute. An existing Institution which has been declared Institution of Eminence Deemed to be University should start getting ranked from the year when it gets a Letter of Intent. All Institutions should then continue to get themselves ranked in the National and International ranking frameworks.

15.0 RESERVATION POLICY

The Public Institutions of Eminence shall implement the reservation policy in admissions and recruitment in accordance with any Act of Parliament for the time being in force.

16.0 INSTITUTION TO BE UNITARY

The Institution of Eminence Deemed to be University shall be a unitary Institution Deemed to be University and shall not affiliate any other Institution.

17.0 USE OF THE WORD ‘UNIVERSITY’

The Institution shall not use the word ‘University’ suffixed to its name but may mention the words “Institution of Eminence Deemed to be University” within parenthesis suffixed thereto.

18.0 PROHIBITION OF USE OF CERTAIN WORDS IN NOMENCLATURE

Institution of Eminence Deemed to be University shall not be permitted to use the words, “Indian” or “National Institute” in their respective names unless they have been established by the Central Government or State Government.

19.0 DISTANCE EDUCATION

The Institution of Eminence Deemed to be University may offer courses under distance mode, without any approvals, in accordance with the minimum standards laid down by the Commission. This provision shall also apply to Government owned and controlled Deemed to be Universities which have been declared Institutions of Eminence under UGC (Declaration of Government Educational Institutions as Institutions of Eminence) Guidelines, 2017.

20.0 CORPUS FUND

- 20.1 In the case of Institutions of Eminence Deemed to be Universities not owned or controlled by the Government, a Corpus Fund as mentioned in Regulation 4.2.11 shall be created and maintained permanently in the name of the Institution of Eminence Deemed to be University.
- 20.2 The Corpus Fund shall not be liquidated without prior permission of the Empowered Experts Committee.
- 20.3 The interest accrued on the Corpus Fund may be used only for the purpose of development of the Institution of Eminence Deemed to be University.
- 20.4 The Empowered Experts Committee may call for the accounts of the Institution of Eminence Deemed to be University to verify compliance with the corpus and other

additional guaranteed and committed financing requirements. In the event of withdrawal of the declaration of 'Institution of Eminence Deemed to be University' status the Corpus Fund shall stand forfeited to the Commission for meeting the liabilities, if any (including any penalty), and the balance would be returned after meeting the liabilities within one year.

21.0 PENALTIES

- 21.1 If the Institution of Eminence Deemed to be University is unable to meet the goals at the end of the fifth and subsequent years and there are grave deviations, as determined by the Empowered Expert Committee, from the implementation plan, the Empowered Experts Committee may make appropriate recommendations to the UGC which shall forward it to the Ministry of Human Resource Development to take action under these Regulations.
- 21.2 The Ministry of Human Resource Development, on recommendation of the Empowered Experts Committee as forwarded by the UGC, may take any one or more of the actions given below:
- a) Withdrawing of any or all additional incentives given to it under these Regulations.
 - b) Removal of the Institution of Eminence status and replacing it by ordinary Deemed to be University status, wherein it shall be deemed to be set up under UGC (Institutions Deemed to be Universities) Regulations, 2016.
 - c) Removal of Institution of Eminence Deemed to be University status and asking it to get affiliated to any existing State University.
 - d) Stopping of admissions for specified number of years.

22. AUDIT

The Institution of Eminence Deemed to be University shall be audited every year by a Chartered Accountant and the audit report shall be sent to Commission within nine months of the completion of the financial year.

For the purposes of this Regulation, "Chartered Accountant" shall have the same meaning as contained in the Chartered Accountants Act, 1949.

23. MISCELLANEOUS:

- 23.1 In case there is any difficulty encountered in the course of implementation of any of the provisions, the Government, with intention to remove the difficulty, may give suitable clarifications, not amounting to change in Regulation itself.
- 23.2 The Empowered Experts Committee shall examine proposals on issues not covered in the Regulations and make recommendations to the Competent Authorities.
- 23.3 UGC will provide all secretarial assistance to the programme, including to the Empowered Expert Committee including honorarium to be paid to the members. The expenditure on account of accessing any expert either domestic or international by Empowered Expert Committee shall also be borne by UGC. There shall be no provision for creation of posts.

P. K. THAKUR, secy.
[ADVT.-111/4/Exty./205/17]

**University Grants Commission
(Categorization of Universities (only) for Grant of Graded Autonomy)
Regulations, 2018.**

NOTIFICATION

New Delhi, the 12th February, 2018

F. No. 1-8-2017(CPP-II).—The following is published for general information :—

Preamble

Whereas University Grants Commission (UGC) is mandated to determine, promote and maintain the standards of higher education in higher educational institutions (HEIs);

Whereas, UGC recognizes the need to create an enabling environment whereby HEIs can become institution of global excellence;

Whereas, UGC recognizes that autonomy is pivotal to promoting and institutionalizing excellence in higher education and that the regulatory framework needs to facilitate better performing institutions towards excellence in higher education.

Therefore, in exercise of the powers conferred by clause (j) of Section 12 read with clause (g) of subsection (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following regulations:-

1. Short title, application and commencement –

- (1) These regulations shall be called the University Grants Commission (Categorization of Universities (only) for Grant of Graded Autonomy) Regulations, 2018.
- (2) They shall apply to all universities established or incorporated by or under a Central Act, a Provincial Act, or a State Act and any Institution Deemed to be University under Section 3 of UGC Act, 1956.
- (3) They shall come into force from the date of their notification in the Official Gazette of India.

2. Definitions–

In these regulations, unless the context otherwise requires—

- (a) “Accreditation” means the process of quality control in higher education, whereby, as a result of evaluation or assessment or by any other scientific method followed by recognized accreditation agencies, an HEI or programme(s) conducted therein is recognised as conforming to benchmarked parameters of academic quality;
- (b) “Assessment” means the process involved in ascertaining or verifying the capabilities of an HEI in terms of its physical infrastructure, human resources (including faculty), administration, course curricula, admission and student evaluation procedures and governance structure prior to the commencement of its academic programmes;
- (c) “Commission” means the University Grants Commission as defined in the University Grants Commission Act, 1956;
- (d) “CGPA” means cumulative grade point average grading system as followed by NAAC or any other Assessment and Accreditation Agencies (AAA) recognized by the Commission under relevant UGC regulations, while granting accreditation;
- (e) “National Assessment and Accreditation Council (NAAC)” means the body established by the Commission to assess and accredit HEIs in the country;

- (f) “Open & Distance Learning” mode means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using a variety of media, including print, electronic, online and occasional interactive face-to-face meetings with the presence of an HEI or Learner Support Services to deliver teaching-learning experiences, including practical or work experiences;
 - (g) “Times Higher Education/QS Rankings” means annual publication of university rankings by Times Higher Education (THE) magazine and by Quacquarelli Symonds (QS);
 - (h) “University” means University established or incorporated by or under a Central Act, a Provincial Act or a State Act, and includes an institution deemed to be university;
- Words and expressions used and not defined in these regulations but defined in the University Grants Commission Act, 1956 and not consistent with these regulations shall have the meanings respectively assigned to them in that Act.

3. Framework for Categorization of Universities for Grant of Graded Autonomy

The Commission shall categorize Universities into following three categories i.e. Category-I, Category-II and Category-III based on the parameters laid down in sub-clauses (i), (ii) and (iii) and as notified by the Commission through detailed guidelines from time to time.

(i) Category-I University:

University shall be in Category-I if

- a. It has been accredited by NAAC with a score of 3.51 or above; or
- b. It has received a corresponding accreditation grade/score from a reputed accreditation agency empanelled by the UGC; or
- c. It has been ranked among top **500** of reputed world rankings, such as Times Higher Education or QS.

(ii) Category-II University:

University shall be in Category-II if

- a. It has been accredited by NAAC with a score of 3.26 and above, upto 3.50; or
- b. It has received a corresponding accreditation grade/score from a reputed accreditation agency empanelled by the UGC;

(iii) Category-III University:

University shall be in Category-III if it does not come either under Category-I or Category-II.

4. Dimensions of Autonomy for Category-I Universities

- 4.1 Universities shall be automatically deemed to be under section 12B of the University Grants Commission Act, 1956 and no inspections by the Commission shall be required for the same.
- 4.2 Universities may start a new course/programme/department/school/centre in disciplines that form a part of its existing academic framework without approval of the UGC, provided no demand for fund is made from the government on account of starting the new course/programme/department/school/ centre. Degree programs shall be consistent with the approved nomenclature of the UGC. Diploma and certificate courses approved by its Statutory Authorities or Statutory Regulatory Authorities wherever required, may be started in new and innovative areas that are relevant to local, national or international needs, with information to the UGC :

Provided that for Government owned Deemed to be Universities, approval shall be taken from the Government if funding is sought from the Government for starting a new course/programme/ department/school in self-financing mode.

- 4.3 Universities may open constituent units/off-campus centres within its geographical jurisdiction, without the approval of the UGC, provided it is able to arrange both recurring and non-recurring revenue sources and does not need any assistance for the same from the UGC or the Government.
- 4.4 Universities may start skill courses, consistent with the National Skills Qualification Framework, without approval of the UGC, provided no demand for fund is made from the government on account of starting the new courses. Degree programmes shall be consistent with the approved nomenclature of UGC. Diploma and certificate courses approved by its Statutory Authorities or Statutory Regulatory Authorities wherever required, may be started in new and innovative areas that are relevant to local, national or international needs, with information to the UGC.
- 4.5 Universities may open research parks, incubation centres, university society linkage centres, in self-financing mode, either on its own or in partnership with private partners, without approval of Commission. However, in all such arrangements, the ownership of all immovable property and that component of movable property procured through the resources of the Institution shall remain with the University.
- 4.6 Universities, subject to the Rules, Regulations and Guidelines of Government of India, may hire, without approval of the Commission, foreign faculty having taught at any institution appearing in top five hundred of any of the world renowned ranking frameworks, such as the Times Higher Education World University Rankings or the QS Rankings, upto twenty percent over and above of their total sanctioned faculty strength. Universities will have the freedom to hire foreign faculty on “tenure/contract” basis as per the terms and conditions approved by their Governing Council/Statutory bodies.
- 4.7 Universities shall be free to admit foreign students on merit, subject to a maximum of twenty percent, over and above of the strength of their approved domestic students. Universities would be free to fix and charge fees from foreign students without any restriction.
- 4.8 Universities, while following the pay scales as laid down by the Commission, shall build in an incentive structure to attract talented faculty, with the condition that the incentive structure shall have to be paid from their own revenue sources and not from Commission or Government funds. Such incentive structure shall be strictly merit based with clear defined, transparent and objective criteria and shall not be universal. It must necessarily be approved by both the Academic Council and the Finance Committee of the Institution, apart from Statutory Bodies like Senate/Syndicate/Executive Council, as the case may be. The Commission shall be informed of the incentive structure within thirty days of approval by the statutory bodies of the Institution.
- 4.9 Universities may engage in academic collaborations with foreign educational institutions, as per the UGC (Promotion and Maintenance of Standards of Academic Collaboration between Indian and Foreign Educational Institutions) Regulations, 2016, without approval of the Commission with foreign institutions in top 500 of Times Higher Education World University Rankings or QS Rankings or top 200 of discipline specific ranking in Times Higher Education World University Rankings or QS Rankings.

- 4.10 Universities may offer courses in the Open and Distance Learning mode, without approval of the Commission, provided it satisfies all the conditions laid down under UGC (Open and Distance Learning) Regulations, 2017 and amendments from time to time.
- 4.11 Universities shall be exempted from annual monitoring of their off-campus centre(s) and / or the study centre(s), as stipulated under Section 3.3 of the UGC (Establishment of and Maintenance of Standards in Private Universities) Regulations, 2003 as amended /modified from time to time, except when there is substantive evidence of their not meeting basic minimum criteria or of irregularities or malpractices.
- 4.12 In case there is any external review required by the Commission under any statute or executive order, then it would be sufficient that the institution sends a report to the Commission in a prescribed review format.

5. Dimensions of Autonomy for Category-II Universities

- 5.1 Universities may start a new course/programme department/school/centre in disciplines that form a part of its existing academic framework without approval of the UGC, provided no demand for fund is made from the government on account of starting the new course/programme/department/school/ centre. Degree programs shall be consistent with the approved nomenclature of the UGC. Diploma and certificate courses approved by its Statutory Authorities or Statutory Regulatory Authorities wherever required, may be started in new and innovative areas that are relevant to local, national or international needs, with information to the UGC :

Provided that for Government owned Deemed to be Universities, approval shall be taken from the Government if funding is sought from the Government for starting a new course/programme/ department/school in self-financing mode.

- 5.2 While according permission of starting off campus centers by Institutions Deemed to be Universities, no inspection of the Commission shall be required. This concession shall be subjected to opening two off-campus centres in every five years and as stipulated in the UGC (Deemed to be Universities) Regulations, 2016 and amendments, if any, from time to time.
- 5.3 Universities may start skill courses, consistent with the National Skills Qualification Framework, without approval of the UGC, provided no demand for fund is made from the government on account of starting the new courses. Degree programmes shall be consistent with the approved nomenclature of UGC. Diploma and certificate courses approved by its Statutory Authorities or Statutory Regulatory Authorities wherever required, may be started in new and innovative areas that are relevant to local, national or international needs, with information to the UGC.
- 5.4 Universities, subject to the Rules, Regulations and Guidelines of the Government of India, may hire, without approval of the Commission, foreign faculty having taught at any institution appearing in top five hundred of any of the world renowned ranking frameworks, such as the Times Higher Education World University Rankings or the QS Rankings, upto twenty percent over and above of their total sanctioned faculty strength. Universities will have the freedom to hire foreign faculty on “tenure/contract” basis as per the terms and conditions approved by their Governing Council/Statutory bodies.
- 5.5 Universities, while following the pay scales as laid down by the Commission, shall build in an incentive structure to attract talented faculty, with the condition that the incentive structure shall have to be paid from their own revenue sources and not from Commission or Government funds. Such incentive structure shall be strictly merit based with clear defined, transparent and objective criteria and should not be universal. It must

necessarily be approved by both the Academic Council and the Finance Committee of the Institution, apart from Statutory Bodies like Senate/Syndicate/Executive Council, as the case may be. The Commission shall be informed of the incentive structure within thirty days of approval by the statutory bodies of the Institution.

- 5.6 Universities shall be free to admit foreign students on merit subject to a maximum of twenty percent, over and above of the strength of their approved domestic students. Universities would be free to fix and charge fees from foreign students without any restriction.
- 5.7 Universities may offer courses in the Open and Distance Learning mode, with approval of the Commission, provided it satisfies all the conditions laid down under UGC (Open and Distance Learning) Regulations, 2017 and amendments from time to time.
- 5.8 In case there is any external review required by the Commission under any statute or executive order, than the review can be done by the institution itself through external peer review mechanism wherein the per team members shall be chosen by the institution themselves from representatives of Category-I Universities, and the review report shall be sent to the commission after completion of the review.

6. Change in Category of Universities for non-maintenance of accreditation score or ranking as defined in Clause 3.

- 6.1 Universities under Category-I and Category-II shall continue to be in their respective categories as long as they maintain the required parameters related to accreditation score or international ranking as defined in Clause 3, as the case may be, for that category.
- 6.2 It shall be incumbent upon university to intimate the Commission its changed status within thirty days of such a change.
- 6.3 If university fails to maintain status in a category and moves down to a lower category, it shall not be entitled to enjoy any privileges already accorded to it from the day of such downgrading :

Provided that any kind of initiatives taken under the privileges associated with erstwhile higher status shall be permitted to continue till their approved duration / logical conclusion, provided that the activity / action initiated has been communicated previously to the UGC :

Provided further that if such university regains back its earlier higher status, the privileges of that higher category shall be restored from the day the status is changed.

7. Procedure for Categorization of Universities

- 7.1 The Commission shall fix dates (at least two times in a year, preferably 1st of June and 1st of December) by which an institution shall submit a request in prescribed format for categorization under these Regulations. The dates so fixed shall be notified at least six months in advance.
- 7.2 All such applications shall be scrutinized by the Commission and orders on Categorization shall be passed within thirty days from the last date specified for the receipt of such applications. During this period, the Commission shall also place such application on its website.

8. Change in parameters/requirements, if any, for eligibility under category-I or category-II of Universities.

Whenever there is a change in the categorization parameters as detailed in Regulation (3) above, it shall be notified by the UGC separately.

9. Graded Autonomy Regulations vis-à-vis other Regulations

The provisions mentioned in the clause 4 and 5 of the Regulations i.e. dimensions of autonomy for Category-I Universities and Category-II Universities respectively, shall prevail in case of any inconsistent/conflicting provisions in the other UGC Regulations.

10. Removal of Difficulties

UGC reserves the right to remove difficulty/difficulties in the course of implementation of these Regulations in consultation with the Government of India /Ministry of Human Resource Development.

P. K. THAKUR, Secy.

[ADVT.-III/4/Exty./427/17]

University Grants Commission
(Conferment of Autonomous Status upon Colleges and Measures for
Maintenance of Standards in Autonomous Colleges) Regulations, 2018.

NOTIFICATION

New Delhi, the 12th February, 2018

F. No. 1-1/2012(AC).—The following is published for general information:—

Preamble

Whereas the University Grants Commission (UGC) is mandated to coordinate and determine the standards of higher education in universities;

And whereas college autonomy is instrumental for promoting broad based quality education and excellence;

Now therefore, in exercise of the powers conferred by clause (j) of Section 12 read with clauses (f) and (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations:—

1. Short title, application and commencement:—

- 1.1** These Regulations shall be called the University Grants Commission (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2018.
- 1.2** These Regulations shall apply to all Colleges/Institutions which are affiliated to, or are constituent colleges of Universities in the country seeking the conferment of Autonomous College status.
- 1.3** These Regulations shall come into force from the date of their notification in the Official Gazette.

2. Definitions: -

In these Regulations, unless the context otherwise requires—

- 2.1** “Academic Council” means the Academic Council of the Autonomous College
- 2.2** “Act” means the University Grants Commission Act, 1956
- 2.3** “Board of Studies” means the Board of Studies of a Department of the Autonomous College
- 2.4** “College” means any institution, whether known as such or by any other name, which provides for undergraduate and/or postgraduate and/or Ph.D. programmes for obtaining any qualification from a university and which, in accordance with the rules and regulations of such university, is recognized as competent to provide for such programmes/courses of study and present students undergoing such courses of study for the examination for the award of such qualification
- 2.5** “Commission” means the University Grants Commission (UGC)
- 2.6** “Finance Committee” means the Finance Committee of the Autonomous College
- 2.7** “Governing Body” means the Governing Body of the Autonomous College, which is different from the Trust Board or the Board of Management or the Executive Committee or the Management Committee
- 2.8** “Notification” means a notification issued by the affiliating University declaring a college as an autonomous one after the conferment of autonomous status by the UGC

- 2.9** “Parent University” means the University to which the college concerned is affiliated, or of which the college concerned is a constituent
- 2.10** “Statutory body” means a body constituted under any law for the time being in force for determining and maintaining prescribed standards of quality in the relevant areas of higher education

3. ROLE/TERMS AND CONDITIONS OF AN AUTONOMOUS COLLEGE

- 3.1** Review existing courses/programmes and, restructure, redesign and prescribe its own courses/programmes of study and syllabi
- 3.2** To formulate new courses/programmes within the nomenclature specified by UGC as per the Specification of Degrees 2014 and amended from time to time
- 3.3** Evolve methods of assessment of students performance, conduct of examinations and notification of results
- 3.4** To announce results, issue mark sheets, migration and other certificates; however, the degree shall be awarded by the University with the name of the college on the degree certificate
- 3.5** Autonomous colleges need not pay affiliation fee to the parent university every year. One time fee can be paid at the time of conferment of autonomous status. Such fees can be decided by the Executive council of the parent university
- 3.6** Prescribe rules for admission in consonance with the reservation policy of the state government/national policy
- 3.7** May fix fees of the courses at their own level
- 3.8** Constitute their own Governing Body, Academic Council, Board of Studies and Finance Committee
- 3.9** They shall have complete administrative autonomy and have the privilege of appointing their own Administrative staff and teaching faculty including Principal. However, the staff will be appointed as per the UGC (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations 2010 as amended from time to time
- 3.10** The autonomous colleges shall continue to receive funds as being done before the grant of autonomous status, if any
- 3.11** Autonomy granted to the college is at the institutional level and is not partial, and shall cover the programmes at all levels such as U.G., P.G. and Ph.D offered by the college. The courses introduced by the college after the conferment of autonomous status shall automatically come under the purview of autonomy
- 3.12** The students enrolled at the time of granting autonomy to the College shall also be covered under autonomy
- 3.13** Autonomous status shall be granted initially for a period of ten years; further extension shall be for five years at a time except those covered under clause 6.5

4. ROLE OF THE PARENT UNIVERSITY

- 4.1** To forward the application of the college for autonomous status/provide nominee on the Expert Committee/various Statutory Bodies and issue notification within 30 days for a college to function as an autonomous entity once autonomous status is conferred on the college

Regulations pertaining to Autonomy to HEIs:

- 4.2 If the University does not forward the proposal/provide nominee within 30 days, it shall be presumed that the University has no objection to the processing of the proposal by the UGC for conferment of autonomous status
 - 4.3 The college on attaining autonomous status will continue to be affiliated to the affiliating University but will enjoy the privileges of autonomy
5. **ROLE OF THE STATE GOVERNMENT**
 - 5.1 To provide nominee on the Expert Committee/various Statutory Bodies within 30 days
 - 5.2 The State Govt. will continue to provide the same funds to Government/Aided colleges as they had been providing before the conferment of autonomous status
 - 5.3 To ensure that all sanctioned faculty positions are filled on regular and ongoing basis and that a minimum of 85% posts remain filled at all time
6. **ELIGIBILITY**
 - 6.1 Colleges (of any discipline) whether aided, partially aided and unaided/self financing are eligible provided they are under Section 2(f) of the UGC Act
 - 6.2 The college should have at least 10 years of existence
 - 6.3 The colleges must be accredited by either NAAC with minimum 'A' Grade or by NBA for at least three programme(s) with a minimum score of 675 individually or a corresponding accreditation Grade/score from a UGC empanelled accreditation agency. However, if the number of programme(s) being run by the Institution is less than three, then each of the programmes should secure 675 or more marks. Accreditation status must be valid at the time of application.

Provided further, the existing autonomous colleges will be required to comply with this eligibility condition within a maximum period of five years from the date of notification of these Regulations.

The constituent colleges shall also undergo separate accreditation by NAAC/NBA/UGC empanelled accreditation agency to be considered eligible.
 - 6.4
 - (i) Colleges accredited with a score of 3.0 and above, up to 3.25 on a 4 point scale of NAAC/corresponding NBA score / corresponding accreditation score from a UGC empanelled accreditation agency at the time of application shall be considered for grant of autonomous status with an on-site visit of the duly constituted Expert Committee.
 - (ii) Colleges which have a NAAC score of 3.26 and above, up to 3.50 or a corresponding NBA score or a corresponding accreditation Grade/score from a UGC empanelled accreditation agency for one complete cycle and also accredited accordingly in the second cycle, shall be considered for grant of autonomous status without onsite visit by the Expert Committee.
 - (iii) Colleges with 3.51 and above in a 4 point scale of NAAC or a minimum of three programmes have been accredited by NBA with a minimum score of 750 individually or a corresponding accreditation Grade/score from a UGC empanelled accreditation agency at the time of application shall be considered for grant of autonomous status without onsite visit by the Expert Committee.

However, the colleges are required to adhere to University Grants Commission's Regulations like (a) curbing the menace of ragging in Higher Education Institutions Regulations 2012; (b) UGC (Promotion of Equity in Higher Educational Institutions) Regulations 2012; (c) UGC (Grievance Redressal) Regulations 2012, etc. in letter and spirit.

The application of colleges covered under 6.4 (ii) and (iii) above shall be considered as the report of the Expert Committee for consideration of the Commission and its approval thereof.

- 6.5** If an autonomous college has obtained the score of 3.51 and above on a 4-Point scale from NAAC or a minimum of three programmes have been accredited by NBA with a minimum score of 750 individually or a corresponding accreditation Grade/score from a UGC empanelled accreditation agency, the college shall be granted extension of autonomous status for further ten years without on-site visit.

(Colleges which apply for reaccreditation within the stipulated six months before the end of the cycle of accreditation period as mentioned in the Accreditation Certificate issued by National Assessment and Accreditation Council/NBA/UGC empanelled accreditation agency, the gap period between two consecutive accreditations shall be condoned. In case of other institutions which have not applied as per the guidelines mentioned above, the maximum period for condonation would be one year between the two accreditation cycles)

7. CONFERMENT/EXTENSION OF AUTONOMOUS STATUS

- 7.1** A College intending to become autonomous shall make an application in the format specified by the Commission any time during the year
- 7.2** The college shall forward an advance copy of the proposal to University Grants Commission indicating the date of receipt of the proposal by the parent university for the record of the UGC
- 7.3** The College shall submit the proposal to the Parent/Affiliating University which may forward the same to UGC within 30 days of the receipt of proposal. In case the proposal is rejected by the University, the decision shall be communicated to the college and University Grants Commission through a “Speaking Order”
- 7.4** If the University and State Govt. fail to provide the nominees for the UGC Expert Committee, the UGC may proceed with the on-spot visit and take decision on the proposal of the College
- 7.5** If the College is found eligible as per the guidelines, the Commission shall examine the proposal for conferment/extension of autonomous status with an onsite visit by an Expert Committee constituted by the Chairman of the Commission consisting of three expert members (preferably at the level of Professor/Principal of an autonomous college) out of which one shall be the Chairperson, nominees from the Parent/Affiliating University and the State Government. A UGC official may be nominated to coordinate the visit.
- 7.6** The decision for conferment /extension of autonomous status shall be taken by the Standing Committee (comprising of three Commission members) on autonomous colleges after due consideration of the recommendations of the Expert Committee. The approval letters may be issued on the basis of the decision of the standing committee. The decisions may be ratified by the Commission subsequently
- 7.7** If the proposal of a College for the conferment of autonomous status is rejected for any reason whatsoever, the college shall be eligible to reapply, but not before one year from the date of rejection of its earlier proposal
- 7.8** The autonomous College shall apply in the prescribed format to University Grants Commission for extension of autonomous status six months prior to expiry of the autonomy cycle

Regulations pertaining to Autonomy to HEIs:

- 7.9 In case of expiry of accreditation cycle, the College seeking extension of autonomous status must submit a proof of having applied for accreditation by NAAC/NBA to be eligible for extension
- 7.10 Till the extension of autonomous status is awarded by the UGC, the College shall continue to avail the autonomous status. The UGC shall also consider the interim period while granting extension of autonomous status to the College
- 7.11 If an Autonomous College wishes to surrender the autonomous status, it shall follow due process of forwarding the resolution by the Governing Body through the University concerned to UGC for consideration. However, such withdrawal shall take effect only after the last batch of students then enrolled under autonomy passes out
8. CRITERIA FOR GRANTING AUTONOMY TO COLLEGES
 - 8.1 Academic reputation and previous performance in university examinations and its academic/cocurricular/extension activities in the past
 - 8.2 Academic/extension / research achievements of the faculty
 - 8.3 Quality and merit in the selection of students and teachers, subject to statutory requirements in this regard
 - 8.4 Adequacy of infrastructure in terms of class rooms, library books and e-resources, laboratories and equipments, sports facilities, facilities for recreation activities, residential accommodation for faculty and students, transport facilities etc.
 - 8.5 Quality of institutional management
 - 8.6 Financial strength of the institution
 - 8.7 Responsiveness of administrative structure
 - 8.8 Motivation and involvement of faculty in the promotion of innovative reforms
9. MONITORING OF AUTONOMOUS COLLEGES
 - 9.1 IQAC cell shall be established in the college for regular monitoring of the college under intimation to UGC. The Cell shall have an external Peer Team comprising of academicians of repute and will send report to UGC regarding the performance of the College. The report shall also be put on public domain on the website of the College. The external peer review shall be conducted atleast once in a year.
 - 9.2 On receipt of adverse report by the external peer team of IQAC or in case of complaint, UGC has the power to constitute its own Expert Committee for careful scrutiny of the report and may revoke the autonomous status of the college after giving due opportunity to the management by way of notification and by passing a speaking order.
 - 9.3 The autonomous college shall, without fail, upload on its website information regarding the courses offered by it, the fees for the courses, the details of the faculty alongwith qualification and unique ID, the admission procedure, the details of relevant infrastructures, research activities of the college along with the details of Ph.D. students enrolled, if any, with the date of enrolment, topics and supervisor.
 - 9.4 The college shall also put on its website the creation of various Committees/Cells as mandated in the various UGC Regulations notified from time to time. The college shall conduct the meetings of the statutory bodies regularly and upload the minutes of the meetings on the college website.
 - 9.5 The college shall upload on its website all the information about the college in the prescribed format and the same shall be sent to UGC while applying for fresh/extension

of autonomous status. The college shall also submit progress report and utilization certificate annually as per the prescribed formats.

9.6 All the Regulations notified by the UGC shall be followed in letter and spirit by all the Autonomous Colleges and an undertaking to this effect shall be uploaded on the College website.

9.7 The number of contractual faculty in an autonomous college should not be more than 10% of the total number of sanctioned faculty positions in the college.

10. MATTERS REGARDING STARTING OF NEW COURSES

10.1 An autonomous college is free to start diploma (undergraduate and postgraduate) or certificate courses without prior approval of the University. However, approval of the concerned statutory bodies of the college may be obtained, wherever required. Diplomas and certificates shall be issued under the seal of the college. The University should, however, be informed about such introduction of new courses.

10.2 An autonomous college is free to start a new degree or postgraduate course/Ph.D. with the approval of the Academic Council of the college and concerned Statutory Council(s), wherever required, provided the nomenclature of the degree is in consonance with UGC Notification on Specification of Degrees, 2014 as amended from time to time.

Such courses shall fulfill the minimum standards prescribed by the university/UGC in terms of number of hours, curricular content and standards, and the university shall be duly informed of such courses.

10.3 An autonomous college may rename an existing course as per the UGC Notification on Specification of Degrees, 2014 as amended from time to time after restructuring/redesigning it with the approval of the college Academic Council as per UGC norms. The university should be duly informed of such proceedings.

11. EXAMINATION CELL & SYSTEM

11.1 Autonomous College shall have an Examination Cell headed by Controller of Examinations. The Principal of the college shall be the Chief Controller, Examinations.

11.2 The Controller of Examinations shall be assisted by the Deputy Controller of Examinations along with other office support.

12. FINANCIAL ASSISTANCE

12.1 The Commission shall provide financial assistance to autonomous colleges as per the extant provisions of the scheme guidelines (prescribed separately). However, self-financing colleges shall not be provided autonomy grant. In matters related to utilization of autonomy grant and maintaining the accounts, the college shall remain guided by the scheme guidelines.

13. GOVERNANCE OF AN AUTONOMOUS COLLEGE

13.1 The autonomous college shall have the following statutory bodies to ensure proper management of academic, financial and general administrative affairs:

- (a) Governing Body
- (b) Academic Council
- (c) Board of Studies
- (d) Finance Committee

(The Governing Body is different from Trust Board/Board of Management/Executive Committee/Management Committee).

Regulations pertaining to Autonomy to HEIs:

13.2 The College shall, in addition, have other non statutory committees such as the Planning and Evaluation Committee, Grievance Redressal Committee, Examination Committee, Admission Committee, Library Committee, Student Welfare Committee, Internal Complaints Committee, Extra-Curricular Activities Committee and Academic Audit Committee.

13.3 GOVERNING BODY:

A. Constitution of Governing Body of Private /Self Financing College/Constituent College run by Trust/Society

Number	Category	Nature
5 Members	Management	Trust or management as per the constitution or byelaws, with the Chairman or President/Director as the chairperson
2 Members	Teachers of the College	Nominated by the Principal based on seniority by rotation
1 Member	Educationist or industrialist	Nominated by the management
1 Member	UGC Nominee	Nominated by the UGC
1 Member	State Government nominee	Academician not below the rank of professor or State Government official of Directorate of Higher Education/State Council of Higher Education
1 Member	University Nominee	Nominated by the University
1 Member	Principal of College	Ex-Officio

B. Constitution of Governing Body of Government Colleges

Number	Category	Nature
3 Members one of them to be Chairperson	Educationist, Industrialist, Professional	Nominated by the State Government, persons of proven academic interest with at least PG level qualification
2 Members	Teachers of the College	Nominated by the Principal on seniority by rotation.
1 Member	Educationist or industrialist	Nominated by the Principal for two years
1 Member	UGC Nominee	Nominated by UGC
1 Member	State Government nominee	Nominated by the State Government
1 Member	University Professor	Nominated by the University
1 Member	Principal of College	Ex-Officio

C. Constitution of Governing Body of Constituent Colleges run by University

Number	Category	Nature
3 Members one of them to be Chairperson	Educationist, Industrialist, Professional	Nominated by the University, persons of proven academic interest with at least PG level qualification
2 Members	Teachers of the College	Nominated by the Principal on seniority by rotation.
1 Member	State Government nominee	Nominated by the State Government
1 Member	University Professor	Nominated by the University
1 Member	UGC Nominee	Nominated by UGC
1 Member	Principal of College	Ex-Officio

Term: The Governing Body shall be reconstituted every three years except in the case of UGC nominee who shall have a term of five years.

Meetings: Meetings of the Governing Body shall be held at least twice a year.

Functions of the Governing Body:

Subject to the existing provision in the bye-laws of respective college and rules laid down by the state government/parent university, the Governing Body shall:

- Guide the college while fulfilling the objectives for which the college has been granted autonomous status.
- Institute scholarships, fellowships, studentships, medals, prizes and certificates on the recommendations of the Academic Council
- Approve new programmes of study leading to degrees and/or diplomas.
- All recruitments of Teaching Faculty/Principal shall be made by the Governing Body/ state government as applicable in accordance with the policies laid down by the UGC and State Government from time to time.
- To approve annual budget of the college before submitting the same at the UGC.
- Perform such other functions and institute committees, as may be necessary and deemed fit for the proper development of the college

13.4 ACADEMIC COUNCIL:

COMPOSITION OF ACADEMIC COUNCIL:

1. The Principal (Chairman)
2. All the Heads of Departments in the college
3. Four teachers of the college representing different categories of teaching staff by rotation on the basis of seniority of service in the college.
4. Not less than four experts/academics from outside the college representing such areas as Industry, Commerce, Law, Education, Medicine, Engineering, Sciences etc., to be nominated by the Governing Body.
5. Three nominees of the university not less than Professors.
6. A faculty member nominated by the Principal (Member Secretary).

Term: The term of the nominated members shall be three years. **Meetings:** Academic Council shall meet at least twice a year.

Functions of the Academic Council:

The Academic Council shall have powers to:

- (a) Scrutinize and approve the proposals with or without modification of the Boards of Studies with regard to courses of study, academic regulations, curricula, syllabi and modifications thereof, instructional and evaluation arrangements, methods, procedures relevant thereto etc., provided that where the Academic Council differs on any proposal, it shall have the right to return the matter for reconsideration to the Board of Studies concerned or reject it, after giving reasons to do so.
- (b) Make regulations regarding the admission of students to different programmes of study in the college keeping in view the policy of the Government.
- (c) Make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels.

Regulations pertaining to Autonomy to HEIs:

- (d) Recommend to the Governing Body proposals for institution of new programmes of study.
- (e) Recommend to the Governing Body institution of scholarships, studentships, fellowships, prizes and medals, and to frame regulations for the award of the same.
- (f) Advise the Governing Body on suggestions(s) pertaining to academic affairs made by it.
- (g) Perform such other functions as may be assigned by the Governing Body.

13.5 BOARD OF STUDIES:

Composition of Board of Studies:

1. Head of the Department concerned (Chairman).
2. The entire faculty of each specialization.
3. Two subject experts from outside the Parent University to be nominated by the Academic Council.
4. One expert to be nominated by the Vice-Chancellor from a panel of six recommended by the college principal.
5. One representative from industry/corporate sector/allied area relating to placement.
6. One postgraduate meritorious alumnus to be nominated by the principal. The Chairman, Board of Studies, may with the approval of the principal of the college, co-opt:
 - (a) Experts from outside the college whenever special courses of studies are to be formulated.
 - (b) Other members of staff of the same faculty.

Term: The term of the nominated members shall be three years.

Meetings: The Board of Studies shall meet at least twice a year.

Functions:

The Board of Studies of a Department in the college shall:

- (a) Prepare syllabi for various courses keeping in view the objectives of the college, interest of the stakeholders and national requirement for consideration and approval of the Academic Council;
- (b) Suggest methodologies for innovative teaching and evaluation techniques;
- (c) Suggest panel of names to the Academic Council for appointment of examiners; and
- (d) Coordinate research, teaching, extension and other academic activities in the department/college.

13.6 FINANCE COMMITTEE:

Composition of Finance Committee:

- (a) The Principal (Chairman).
- (b) One person to be nominated by the Governing Body of the college for a period of two years.
- (c) Finance Officer of the affiliating University
- (d) One senior-most teacher of the college to be nominated in rotation by the principal for two years.

Term: Term of the Finance Committee shall be three years.

Meetings: The Finance Committee shall meet at least twice a year

Functions of the Finance Committee:

The Finance Committee shall act as an advisory body to the Governing Body, to consider:

- (a) Budget estimates relating to the grant received/receivable from UGC, and income from fees, etc. collected for the activities to undertake the scheme of autonomy; and (b) Audited accounts for the above.

14. CONSEQUENCES OF VIOLATION OF REGULATIONS

- 14.1** All UGC directives shall be strictly followed, failing which UGC may take appropriate actions, as it deems fit, against the defaulting Autonomous College.

15. REMOVAL OF DIFFICULTIES

- 15.1** University Grants Commission reserves the right to remove difficulty/difficulties in the course of implementation of these Regulations in consultation with the Government of India/Ministry of Human Resource Development.

P. K. THAKUR, Secy.

[ADVT.-III/4/Exty./428/17]

**University Grants Commission
(Institutions of Eminence Deemed to be Universities) (Amendment)
Regulations, 2021.**

Notification

New Delhi, the 1st January 2021

F. No.-1-4/2016(10E) --- In exercise of powers conferred by clauses (f) and (g) of sub-section (1) of section 26 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following regulations to amend the UGC (Institutions of Eminence Deemed to be Universities) Regulations, 2017, namely:-

1. **Short title and Commencement**,---(1) These regulations may be called the UGC (Institutions of Eminence Deemed to be Universities) (Amendment) Regulations, 2021.
(2) They shall come into force on the date of their publication in the Official Gazette.
2. In the UGC (Institutions of Eminence Deemed to be Universities) Regulations, 2017 (hereinafter referred to as the said regulations); in regulation 2.0.,-
 - (a) for sub-regulation 2.10, the following sub-regulation shall be substituted, namely:-
'2.10 "Ministry" means the Ministry of Education';
 - (b) for sub-regulation 2.12, the following sub-regulation shall be substituted, namely:-
'2.12 "Off Campus Centre" means a centre of the Institution of Eminence Deemed to be University, approved by the Government, and situated beyond its Campus within India.';
 - (c) for sub-regulation 2.13, the following sub-regulation shall be substituted, namely:-
'2.13 "Off-shore Campus" means a centre of the Institution of Eminence Deemed to be University, approved by the Government, and situated beyond its Campus outside India.';
 - (d) in sub-regulation 2.15, for the words, brackets and letters "Medical Council of India (MCI)" the following words "National Medical Commission" shall be substituted.
3. In the said regulations, in regulation 4.0, in sub-regulation 4.2, for clause 4.2.7, the following sub-regulation shall be substituted, namely:-

"4.2.7 The faculty student ratio should be not less than 1:20 at the time of notification issued declaring an institution as an Institution of Eminence and should increase over time so as not to be less than 1:10 after five years of this date. The faculty for the purpose of calculating the teacher-student ratio shall include the regular faculty, adjunct faculty, overseas faculty, visiting faculty, contractual faculty, industry faculty and tenure track faculty, or faculty as otherwise permitted by the Statutory Council(s) concerned:-

Provided, that 60 per cent of the faculty shall be appointed on permanent/regular basis and part-time faculty shall not be counted for this purpose. Moreover, 60 per cent of the permanent/ regular faculty shouldn't breach 1:10 faculty student ratio at any point of time.
4. In the said regulations, in sub-regulation 5.2, for the words "MHRD" the following word "Ministry" shall be substituted.
5. In the said regulations, in regulation 6.0, in sub-regulation 6.1, for clause (iii) the following clause shall be substituted, namely:-

“(iii) The sponsoring organisation for greenfield institutions should have members whose total net-worth is at least rupees five thousand crores collectively. For existing institutions, the total net-worth of the sponsoring organization should be at least rupees three thousand crores. For this purpose, the average of the net-worth of the members or organization, as the case may be, for the last three financial years shall be taken into consideration.”

6. In the said regulations, in regulation 8.0:-

- (a) in sub-regulation 8.1, for the words “Ministry of Human Resource Development” at both the places where they occur, the following word “Ministry” shall be substituted;
- (b) in sub-regulation 8.2, in clause 8.2.1, for the words “Ministry of Human Resource Development”, the following word “Ministry” shall be substituted;
- (c) in sub-regulation 8.4.,-
 - (i) in clause (a), for the words “Ministry of Human Resource Development”, the following word “Ministry” shall be substituted;
 - (ii) in clause (d), for the words “Ministry of Human Resource Development”, the following word “Ministry” shall be substituted;
 - (iii) for clause (e), the following clause shall be substituted, namely:-
- “(e) the Ministry will issue a Letter of Intent (LoI), or otherwise reject the application, within two weeks of receipt of the recommendations under Clause (d). In case the institute surrenders its Letter of Intent (LoI) at any time, the application of the institute shall be treated as withdrawn and the application/processing fee shall stand forfeited.”.
- (iv) in clause (g), for the words “Ministry of Human Resource Development”, the following word “Ministry” shall be substituted;
- (v) in clause (h), for the words “Ministry of Human Resource Development”, wherever they occur, the following word “Ministry” shall be substituted;
- (vi) in clause (i), for the words “Ministry of Human Resource Development”, the following word “Ministry” shall be substituted;

7. In the said regulations, in regulation 11.0, in sub-regulation 11.2.,-

- (a) for clause 11.2.4, the following clause shall be substituted, namely:-

“11.2.4 The Institution of Eminence Deemed to be University shall have the freedom to offer online courses as part of its programmes. If all the courses of any programme are offered online, it should also be mentioned in the respective certificate/ degree.”
- (b) after clause 11.6.2, the following sub-regulations shall be inserted, namely:-

“11.7 Establishment of Off-campus centre(s): Institutions of Eminence Deemed to be Universities shall be permitted to start new off-campus centre(s) (maximum of 3 in 5 years and not more than 1 in one academic year), by following the procedure mentioned hereunder:-

11.7.1 Institutions of Eminence Deemed to be Universities shall submit their application to the Ministry by way of an Affidavit in the prescribed proforma along with the Detailed Project Report (DPR) containing its 10 year Strategic Vision Plan and a five year rolling implementation plan viz. academic plan, faculty recruitment plan, student admission plan, research plan, infrastructure development plan, financial plan, administrative plan, governance plan with clear annual milestones and action plan on how the proposed off-campus is to be set up with identifiable outcomes for approval to start/establish an Off-Campus Centre.

The Ministry shall forward the application to the Commission for its advice within ten days of the receipt of the application.

11.7.2– The Institutions of Eminence Deemed to be Universities applying for off-campus centre(s) shall have to meet the following stipulations in the proposed off-campus centre(s) within a reasonable time period not exceeding five years:-

- (i) teacher student ratio shall not be more than 1:20 OR shall be as per the requirement of the concerned Statutory Council(s). The teacher student ratio shall be 1:10 at the end of the five years. The faculty for this purpose shall include the regular faculty, adjunct faculty, overseas faculty, visiting faculty, contractual faculty, industry faculty and tenure track faculty, or faculty as otherwise permitted by the Statutory Council(s) concerned:-

Provided, however, that at least sixty per cent. of the faculty shall be appointed on permanent/regular basis;

- (ii) a minimum of five hundred students on its rolls under regular class room mode with one third PG/Research students;
- (iii) five PG programmes;
- (iv) research Programmes;
- (v) built up area of not less than thirty square metres per student which shall include academic (academic buildings, library, lecture hall, laboratories, etc.), administrative (hostels, faculty residences, health care), common and recreational facilities.

Provided that at the time of starting the programme(s), the academic and physical infrastructure at the proposed off-campus centre(s) shall be in accordance with the norms/standards prescribed by the UGC/concerned Statutory Council(s). Such programme shall have the approval of the relevant Statutory Council(s), wherever required. The Institutions of Eminence Deemed to be Universities shall ensure that the norms and standards of the Off-Campus Centre shall be the same as that maintained in the main campus for similar courses, and the Off-Campus Centre shall also follow similar admission criteria, curriculum, examination system and evaluation system. All the information about the off-campus centre shall be disclosed on the website of the Institution of Eminence Deemed to be University:

Provided further that the Institutions of Eminence Deemed to be Universities shall be permitted to start an Off-Campus Centre(s) in an interim campus subject to the condition that the permanent campus shall be ready within a reasonable time period not exceeding five years.

Provided also that the Institutions of Eminence Deemed to be Universities shall ensure that by the end of ten years of the starting of the Off-Campus Centre, the Off-Campus Centre is evolved as a multi-disciplinary research and teaching campus having at least 3 faculties with a minimum of 300 teachers and 3000 students.

11.7.3- The Commission shall place the application before the Empowered Experts Committee for examination and its recommendations on the application. There shall be no requirement of physical inspection. This process shall be completed within thirty days of the receipt of the application from the Ministry.

11.7.4- The Chairman of the Commission, on behalf of the Commission, shall forward the recommendations of the Empowered Experts Committee along with the advice of the Commission to the Ministry within ten days of the receipt of the Empowered Experts Committee recommendations.

11.7.5- The Ministry shall, after taking into the consideration the recommendations of the Empowered Experts Committee and advice of the Commission, and ordinarily within a further period of fifteen days from the date of receipt of such advice, either issue a notification for starting of off-campus centre(s) or, as the case may be, a Letter of Intent (LoI) for setting up of new off-campus centre or reject the proposal stating the reasons thereto. The decision of the Ministry shall be final and binding.

11.7.6- The functioning of the off-campus centre(s) shall be reviewed by the Empowered Experts Committee independently and/or along with the Institution of Eminence Deemed to be Universities in accordance with the provisions available under regulation 13.0. After review of the off-campus centre, if the Empowered Experts Committee is not satisfied with the performance of the off-campus centre, it may recommend discontinuation of the off-campus centre to the Central Government. In such cases the interest of the students enrolled at the off-campus centre shall be protected and the Institution of Eminence Deemed to be University shall be asked to seek affiliation of the Off-campus centre to the State University having territorial jurisdiction.

11.8 Establishment of an Off-shore campus

11.8.1- Institutions of Eminence Deemed to be Universities shall be allowed to start new off-shore campuses with the prior approval of the Ministry after receiving No Objection Certificate from Ministry of External Affairs and Ministry of Home Affairs. The Institutions of Eminence Deemed to be Universities shall ensure that the norms and standards of the Off-shore campus shall be the same as that maintained in the main campus for similar courses, and the Off-shore campus shall also follow similar admission criteria, curriculum, examination system and evaluation system. All the information about Off-shore campus shall be disclosed on the website of the Institution of Eminence Deemed to be University.

11.8.2- The functioning of the off-shore campus(s) shall be reviewed by the Empowered Experts Committee independently and/or along with the IoE Deemed to be Universities in accordance with the provisions available under regulation 13.0. After review of the off-shore campus, if the Empowered Experts Committee is not satisfied with the performance of the off-shore campus, it may recommend discontinuation of the off-shore campus to the Central Government. In such cases the interest of the students enrolled at the off-shore campus shall be adequately protected by the Institution of Eminence Deemed to be University.

11.9 Entering in to the agreement/arrangement

- (a) The Institution of Eminence Deemed to be University may enter into an agreement or arrangement for the establishment, maintenance or operation of an institution, if -
 - (i) Such agreement or arrangement is permitted under any Act of Parliament or the rules or regulations made thereunder; and
 - (ii) It has made an application following the procedure specified in regulation 11.7, except the procedure in sub-regulation 11.7.2, and the campus to be established under such agreement or arrangement shall be-

Regulations pertaining to Autonomy to HEIs:

- (A) treated as an Off-Campus Centre of the Institution of Eminence Deemed to be University as long as such agreement or arrangement remains valid under such law; and
 - (B) subject to similar standard of audit and disclosure as a 'not-for-profit' entity as that of the Institution of Eminence Deemed to be University.
 - (b) The Institution of Eminence Deemed to be University may enter into an agreement or arrangement for practical training of students of a skill oriented vocational course if such course is approved by the University Grants Commission or any other body established under any Act of Parliament.”.
8. In the said regulations, in regulation 13.0, in sub-regulation 13.1, for the words “Ministry of Human Resource Development”, the following word “Ministry” shall be substituted.
9. In the said regulations, for regulation 16.0, the following regulation shall be substituted, namely:-
- “16.0 The Institution of Eminence Deemed to be University shall be a unitary Institution Deemed to be University, which shall include its Off-Campus Centre(s) and Off-shore campus(s), if any, and shall not affiliate any other institution.”.
10. In the said regulations, for regulation 19.0, the following regulation shall be substituted, namely:-
- “19.0 Distance and online education:- The Institutions of Eminence Deemed to be Universities may offer courses under distance mode and online mode, without any approvals, in accordance with the minimum standards laid down by the Commission. This provision shall also apply to Government owned and controlled Deemed to be Universities which have been declared Institutions of Eminence under UGC (Declaration of Government Educational Institutions as Institutions of Eminence) Guidelines, 2017.”.
11. In the said regulations, in regulation 21.0, in sub-regulation 21.1, for the words “Ministry of Human Resource Development” the following word “Ministry” shall be substituted.

Prof. Rajnish Jain, Secretary

[ADVT.-III/4/Exty./435/2020]

Note: The principal regulations were published in the Gazette of India, Extraordinary under Part III, Section 4 vide F.No. 1-4/2016 (CPP-I)/DU dated 29th August, 2017.

University Grants Commission
(Categorization of Universities (only) for Grant of Graded Autonomy)
(First Amendment) Regulations, 2022.

NOTIFICATION

New Delhi, the 18th of November 2022

F. No. 1-18/2017(CPP-II). — In exercise of powers conferred by clause (j) of Section 12 read with clause (g) of sub-section (1) of section 26 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following regulations to amend the University Grants Commission (Categorization of Universities (only) for Grant of Graded Autonomy) Regulations, 2018.

- 1. Short title and commencement.** -(1) These regulations may be called the University Grants Commission (Categorization of Universities (only) for Grant of Graded Autonomy) (First Amendment) Regulations, 2022.

(2) These shall come into force on the date of its publication in the Official Gazette.

- 2.** In the University Grants Commission (Categorization of Universities (only) for Grant of Graded Autonomy) Regulations, 2018, the clause 4.10 of regulation 4 shall be replaced by:

4.10 *Universities may offer courses in the Open and Distance Learning mode, without approval of Commission, provided it satisfies all the conditions laid down under the regulations, by whatever name they are called, pertaining to open and distance learning mode notified by the UGC from time to time.*

Clause 5.7 of regulation 5 shall be replaced by:

5.7 *Universities may offer courses in the Open and Distance Learning mode, with approval of the Commission, provided it satisfies all the conditions laid down under the regulations, by whatever name they are called, pertaining to open and distance learning mode notified by the UGC from time to time.*

Note: The principal regulations were published in the Gazette of India, Extraordinary Part III, Section- 4, vide F. No. 1-8/2017(CPP-II) dated 12th February 2018.

Prof. RAJNISH JAIN, Secy.

[ADVT.-III/4/Exty./412/2022-23]

University Grants Commission
(Conferment of Autonomous Status upon Colleges and Measures for
Maintenance of Standards in Autonomous Colleges) Regulations, 2023.

NOTIFICATION

New Delhi, the 3rd April, 2023

F. No. 1-18/2021 (CPP-II)—*Whereas* the University Grants Commission (UGC) is mandated to coordinate and determine the standards of higher education in universities;

Whereas college autonomy is instrumental in promoting broad-based quality education and excellence;

Whereas the Commission, in exercise of its powers conferred by Section 26 of the UGC Act, 1956, has notified the University Grants Commission (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2018;

And whereas there is a need to promote the autonomy of colleges so as to enhance the quality of higher education in the country.

Now, therefore, in supersession of the University Grants Commission (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2018 and in exercise of the powers conferred by clause (j) of Section 12 read with clauses (f) and (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations: —

1. Short title, application, and commencement: —

- 1.1 These Regulations shall be called the University Grants Commission (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2023.
- 1.2 These Regulations shall apply to all Colleges/Institutions affiliated to or are constituent colleges of Universities in the country seeking the conferment of Autonomous College status.
- 1.3 These Regulations shall come into force from the date of their notification in the Official Gazette.

2. Definitions: -

In these Regulations, unless the context otherwise requires—

- 2.1 “Academic Council” means the Academic Council of the Autonomous College
- 2.2 “Act” means the University Grants Commission Act, 1956
- 2.3 “Board of Studies” means the Board of Studies of a Department of the Autonomous College
- 2.4 “College” means any institution (affiliated College or constituent College), whether known as such or by any other name, which provides for undergraduate and/or postgraduate and/or Ph.D. programmes for obtaining any qualification from a university and which, in accordance with the rules and regulations of such University, is recognized as competent to provide for such programmes/courses of study and present students undergoing such courses of study for the examination for the award of such qualification

- 2.5 “Commission” means the University Grants Commission (UGC)
- 2.6 “Finance Committee” means the Finance Committee of the Autonomous College
- 2.7 “Governing Body” means the Governing Body of the Autonomous College, which is different from the Trust Board or the Board of Management or the Executive Committee or the Management Committee
- 2.8 “Parent Body” means the Society registered under the Societies Registration Act 1860, or a body corporate, established or incorporated under a Central or State Act for the time being in force, or a Trust or a Company registered under Section 8 of the Companies Act, 2013; the Government or local authority or any University (for college/institution run by them)
- 2.9 “Notification” means a notification issued by the parent University declaring a college as an autonomous one after the conferment of autonomous status by the UGC
- 2.10 “Parent University” means the University to which the College concerned is affiliated or of which the College concerned is a constituent
- 2.11 “Statutory body” means a statutory body of the Autonomous College
- 2.12 “Statutory Council” means a body constituted under any law for the time being in force for determining or maintaining standards of quality in the relevant areas of higher education, such as the All India Council for Technical Education (AICTE), National Medical Commission (NMC), Dental Council of India (DCI), National Council for Teacher Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), or any other such body established under an Act of Parliament
- 2.13 Standing Committee means a Committee comprising of 3 or more Members
- 2.14 IQAC means Internal Quality Assurance Cell established by an Autonomous College in accordance with the UGC Regulations made by the Commission and the guidelines on IQAC issued by the Commission, as may be amended from time to time

3. ROLE, TERMS AND CONDITIONS OF AN AUTONOMOUS COLLEGE: -

The role, terms and conditions of an Autonomous College in general and subject to the provisions of Regulations will be as under:

- 3.1 Review existing courses/programmes and, restructure, redesign and prescribe its own courses/programmes of study and syllabi.
- 3.2 To formulate new courses/programmes within the nomenclature specified by UGC as per the Specification of Degrees 2014 as amended from time to time.
- 3.3 Evolve methods of assessment of students performance, conduct of examinations, and notification of results.
- 3.4 To announce results, issue mark sheets, and other certificates; however, the degree shall be awarded by the parent University with the name of the College on the degree certificate.
- 3.5 Autonomous colleges need not pay affiliation fees to the parent University.
- 3.6 Prescribe rules for admission in consonance with the reservation policy of the state government/national policy.
- 3.7 Autonomous Colleges may fix fees as per the norms of the State Government/ Statutory Council(s) at their own level, as applicable.
- 3.8 Constitute own Governing Body, Academic Council, Finance Committee, and Board of Studies.

Regulations pertaining to Autonomy to HEIs:

- 3.9 The teaching staff and Principal in all the Autonomous Colleges shall be appointed as per the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018 as amended from time to time or any regulations notified by UGC in this regard from time to time.
- 3.10 Autonomy granted to the College is at the institutional level and is not partial and shall cover the programmes at all levels of U.G. and P.G. offered by the College. The courses introduced by the College after the conferment of autonomous status shall automatically come under the purview of autonomy.
- 3.11 Ph.D. programmes shall be offered strictly as per the UGC Regulations notified in this regard from time to time.
- 3.12 Autonomous status shall be granted initially for a period of five or ten years as per Clause 7 of these regulations.
- 3.13 Further extension of autonomy shall be for a period of five or ten years as per Clause 8 of these regulations.

4. **ROLE OF THE PARENT UNIVERSITY: -**

The role of the parent University in general and subject to the provisions of Regulations will be as under:

- 4.1 To examine the application of the College for autonomous status on the UGC portal and give its recommendations, along with reasons/ justification, within 30 working days on the UGC portal. If the parent University does not respond on the UGC portal within 30 working days, it shall be presumed that the parent University has no objection to the processing of the application by the UGC for conferment of autonomous status.
- 4.2 Issue notification within 30 days for a college to function as an autonomous entity once the autonomous status is conferred on the College by UGC.
- 4.3 The College, on attaining autonomous status will continue to be affiliated with the parent University but will enjoy the privileges of autonomy.
- 4.4 To provide nominees on various Statutory Bodies of the Autonomous College.
- 4.5 To facilitate the implementation of these regulations.

5. **ROLE OF THE STATE GOVERNMENT**

- 5.1 To provide nominees on various Statutory Bodies of the Autonomous College.
- 5.2 The autonomous colleges shall continue to be eligible to receive funds from the State Government as being done before the grant of autonomous status, if any.
- 5.3 To make efforts to fill all sanctioned faculty positions on a regular and ongoing basis.

6. **ELIGIBILITY**

- 6.1 Affiliated or Constituent Colleges of any discipline, whether Government, aided, partially aided, or unaided/self-financing, are eligible, provided they are under Section 2(f) of the UGC Act.
- 6.2 The College should have at least 10 years of existence.
- 6.3 The College must be accredited either by NAAC; or by NBA for at least three programme(s); or from a UGC-empanelled accreditation agency. However, if the number of programme(s) being run by the College is less than three, then each of the eligible programme must be accredited as per NBA norms. Accreditation status must be valid for at least one year at the time of application.

The constituent colleges shall also undergo independent accreditation.

- 6.4 The Commission may exempt a college from Clauses 6.2 and 6.3 of these Regulations, if it offers programmes in any of the following focus areas:
- unique discipline(s), e.g., special education, Indian knowledge system, yoga, defence studies · addressing the strategic needs of the country
 - engaged in the preservation of Indian cultural heritage
 - preservation of the environment
 - dedicated to Skill Development, Sports, languages
 - any other discipline(s)/ field(s) so determined by the Commission.

7. CONFERMENT OF AUTONOMOUS STATUS

- 7.1 A College fulfilling the eligibility as per clause 6 of these regulations, intending to become autonomous, shall submit the application on the UGC portal anytime during the year.

However, in the case of proposals for the grant of autonomy/extension of autonomy, which have already been received and are under consideration by UGC before the notification of these regulations, no fresh application will be required, and UGC will consider all such pending proposals as per these Regulations, subject to the condition that the accreditation status is valid for six months at the time of notification of these Regulations or has applied for reaccreditation in case the validity of accreditation is less than six months.

- 7.2 The parent University will examine the application of the College for autonomous status on the UGC portal and give its recommendations along with reasons/justification within 30 working days from the date of submission of the application on the UGC portal. If the parent University does not respond on the UGC portal within 30 working days, it shall be presumed that the parent University has no objection to the processing of the application by the UGC for conferment of autonomous status.
- 7.3 A Standing Committee of UGC shall examine the application of the College for conferment of autonomous status. The recommendations of the Standing Committee shall be considered by the Commission and its decision may be communicated to the parent University and the College.
- 7.4 Autonomous status shall be granted initially for a period of five years from the commencement of an academic session in case the College is accredited either by NAAC; or by NBA for at least three programme(s); or from a UGC-empanelled accreditation agency. However, if the number of programme(s) being run by the College is less than three, then each of the eligible programme must be accredited as per NBA norms. Accreditation status must be valid for at least one year at the time of application submission;
- 7.5 Autonomous status shall be granted initially for a period of ten years from the commencement of an academic session in case the College is accredited either by NAAC with a minimum „A“ Grade (with a score of 3.01 and above on a 4-point scale of NAAC) or by NBA for at least three programme(s) with a minimum score of 675 individually, or a corresponding accreditation Grade/score from a UGC empanelled accreditation agency. However, if the number of programme(s) being run by the College is less than three, then each of the eligible programme as per NBA norms, should secure 675 or more marks. Accreditation status must be valid for at least one year at the time of application submission;

- 7.6 If the application of a College for the conferment of autonomous status is rejected by the UGC for any reason whatsoever, the College shall be eligible to reapply on UGC portal, but not before one year from the date of rejection of its earlier application.
- 7.7 An autonomous College can merge with another autonomous college(s)/institution(s) run by the same Parent Body of the Autonomous Colleges, with the prior approval of the Parent University/Universities.

8. EXTENSION OF AUTONOMOUS STATUS

- 8.1 If an autonomous college has accreditation either by NAAC; or by NBA for at least three programme(s); or from a UGC-empanelled accreditation agency; (if the number of programme(s) being run by the College is less than three, then each of the eligible programme should be accredited as per NBA norms) on the last day of completion of Autonomy period, the College shall be eligible for grant of an extension of autonomous status for further five years, provided that the College has followed the procedure stipulated in clause 8.3 below. The College shall apply for extension of autonomous status on the UGC portal at least three months before the completion of the autonomy period. The Autonomous College shall also inform the Parent University about its application for the extension of autonomous status. Standing Committee of UGC shall examine the application of the Autonomous College for extension of autonomous status. The recommendations of the Standing Committee shall be considered by the Commission and its decision may be communicated to the parent University and the Autonomous College.
- 8.2 If an autonomous college has NAAC with a minimum „A“ Grade with a score of 3.01 and above on a 4-point scale of NAAC or by NBA for at least three programme(s) with a minimum score of 675 individually or a corresponding accreditation Grade/score from a UGC empanelled accreditation agency (if the number of programme(s) being run by the College is less than three, then each of the eligible programme as per NBA norms should secure 675 or more marks) on the last day of completion of Autonomy period, the College shall be eligible for grant of an extension of autonomous status for further ten years, provided that the College has followed the procedure stipulated in clause 8.3 below. The College shall apply for extension of autonomous status on the UGC portal at least three months before the completion of the autonomy period. The Autonomous College shall also inform the parent University about its application for the extension of autonomous status. Standing Committee of UGC shall examine the application of the Autonomous College for extension of autonomous status. The recommendations of the Standing Committee shall be considered by the Commission and its decision may be communicated to the parent University and the Autonomous College.
- 8.3 Autonomous colleges are required to apply for reaccreditation six months before the end of the cycle of accreditation period as mentioned in the Accreditation Certificate issued by National Assessment and Accreditation Council/NBA/UGC empanelled accreditation agency. For

Autonomous Colleges which have applied for reaccreditation six months before the end of the cycle of accreditation period, in case there is a delay in the accreditation process by the accrediting body, the delay period between two consecutive accreditations shall be condoned. Autonomous colleges that have not applied for reaccreditation six months before the end of the accreditation period should get the accreditation within one year from the end of the last accreditation cycle, failing which the autonomy automatically stands withdrawn.

- 8.4 In case Autonomous College fails to obtain the required accreditation Grade/score as per clauses 8.1, 8.2 and 8.3 above, the autonomy to such College stands automatically withdrawn, and no fresh admissions will be done under autonomy mode after withdrawal of autonomous status. No communication from the parent University and/or UGC will be needed in this regard. It will be the responsibility of the College to inform the parent University and UGC regarding the withdrawal of autonomy. However, for students admitted during autonomy period, such withdrawal shall take effect only after the last batch of students enrolled under autonomy passes out.
- 8.5 Such Colleges whose autonomy is withdrawn shall be eligible to apply for fresh autonomy on UGC portal, but not before one year from the effective date of withdrawal of autonomy.

9. MONITORING OF AUTONOMOUS COLLEGES

- 9.1 IQAC shall be established in the Autonomous College for regular monitoring of the College. The IQAC shall have an external Peer Team comprising of 2 or more members who shall be academicians of repute not below the rank of Professor. The report regarding the performance of the Autonomous College shall also be put on the public domain on the website of the College. The external peer review shall be conducted at least once in a year.
- 9.2 On its own or in case of an adverse report by the external peer team of IQAC or on receipt of any information/complaint, UGC may cause an inspection by constituting an Expert Committee for scrutiny and may revoke the autonomous status of the College after giving due opportunity of hearing to the management by way of notification and by passing a speaking order.
- 9.3 The Autonomous College shall, without fail, upload on its website, information regarding the courses offered by it, the fees for the courses, the details of the faculty along with qualification and unique ID, the admission procedure, the details of relevant infrastructures, research activities of the Autonomous College along with the details of Ph.D. students enrolled, if any, with the date of enrolment, topics and supervisor.
- 9.4 The Autonomous College shall also put on its website the constitution of various Committees/Cells as mandated in the various UGC Regulations notified from time to time. The Autonomous College shall conduct the meetings of the statutory bodies regularly and upload the minutes of the meetings on the college website.
- 9.5 The Autonomous College shall also upload such information on such web portals as may be specified by the Commission, from time to time.

10. MATTERS REGARDING STARTING OF NEW COURSES

- 10.1 An autonomous college is free to start certificate or diploma courses without prior approval of the parent University. The Autonomous College should inform the parent University about the introduction of such new courses. Approval of the concerned statutory bodies of the Autonomous College and Statutory Council(s) should be obtained, wherever required. Certificates and Diplomas shall be issued under the seal of the Autonomous College.
- 10.2 An autonomous college is free to start a new degree programme(s) at undergraduate and postgraduate levels with the approval of the Academic Council of the Autonomous College and concerned Statutory Council(s), wherever required, provided the nomenclature of the degree is in consonance with UGC Notification on Specification of Degrees, 2014 as amended from time to time. Such courses shall fulfill the minimum

Regulations pertaining to Autonomy to HEIs:

standards prescribed by the parent university/UGC/Statutory Council(s) in terms of number of hours, curricular content and standards, and the parent University shall be duly informed of such courses.

10.3 An autonomous college can start Ph.D. programme with the prior approval of the parent University. UGC Regulations for Ph.D. programmes as notified from time to time, must be adhered to by the parent University/Autonomous College.

10.4 An autonomous college may rename an existing course as per the UGC Notification on Specification of Degrees, 2014, as amended from time to time after restructuring/ redesigning it with the approval of the Academic Council of the Autonomous College. The parent University should be duly informed of such proceedings. However, this renaming of course(s) will not be applicable to previous batches.

11. EXAMINATION CELL

11.1 Autonomous College shall have an Examination Cell and should maintain all the records of the student evaluations and examinations.

12. GOVERNANCE OF AN AUTONOMOUS COLLEGE

12.1 The autonomous College shall have the following statutory bodies to ensure proper management of academic, financial, and general administrative affairs:

- (a) Governing Body
- (b) Academic Council
- (c) Board of Studies
- (d) Finance Committee

(The Governing Body is different from Trust Board/ Board of Management/ Executive Committee/ Management Committee).

12.2 The Autonomous College shall in addition, have other non-statutory committees such as the Planning and Evaluation Committee, Grievance Redressal Committee, Examination Committee, Admission Committee, Library Committee, Student Welfare Committee, Internal Complaints Committee, Extra Curricular Activities Committee and Academic Audit Committee, etc.

12.3 GOVERNING BODY:

A. Constitution of Governing Body of Colleges run by Trust/Society

Number	Category	Nature
5 Members one of them to be Chairperson	Management	Nominated by the Parent Body as per its constitution or bye-laws
2 Members	Teachers of the College	Nominated by the Principal based on seniority by rotation
1 Member	Administrative Staff of the College	Administrative Officer/Senior administrative staff
1 Member	Educationist or industrialist	Nominated by the management
1 Member	State Government nominee	Academician not below the rank of professor or State Government official of Directorate of Higher Education/ State Council of Higher Education
1 Member	University Nominee	Nominated by the University
1 Member	Principal of College	Member Secretary

B. Constitution of Governing Body of Government Colleges

Number	Category	Nature
3 Members one of them to be Chairperson	Educationist, Industrialist, Professional	Nominated by the State Government, persons of proven academic interest with at least PG level qualification
2 Members	Teachers of the College	Nominated by the Principal on seniority by rotation.
1 Member	Administrative Staff of the College	Administrative Officer/Senior administrative staff
1 Member	Educationist or industrialist	Nominated by the Principal for two years
1 Member	State Government nominee	Nominated by the State Government
1 Member	University Professor	Nominated by the University
1 Member	Principal of College	Member Secretary

C. Constitution of Governing Body of Constituent Colleges run by University

Number	Category	Nature
3 Members one of them to be Chairperson	Educationist, Industrialist, Professional	Nominated by the University, persons of proven academic interest with at least PG level qualification
2 Members	Teachers of the College	Nominated by the Principal on seniority by rotation.
1 Member	Administrative Staff of the College	Administrative Officer/Senior administrative staff
1 Member	State Government nominee	Nominated by the State Government
1 Member	University Professor	Nominated by the University
1 Member	Principal of College	Member Secretary

Term: The Governing Body shall be reconstituted every five years.

Meetings: Meetings of the Governing Body shall be held at least once every six months.

Quorum: Presence of a minimum 50% of Members will be the quorum.

Functions of the Governing Body:

Subject to the existing provision in the bye-laws of the respective Autonomous College and rules laid down by the State Government/Parent University, the Governing Body shall:

- Guide the Autonomous College while fulfilling the objectives for which the College has been granted autonomous status.
- Institute scholarships, fellowships, studentships, medals, prizes, and certificates on the recommendations of the Academic Council
- Approve new programmes of study leading to degrees and/or diplomas.
- All recruitments of Teaching Faculty/Principal shall be made by the Governing Body/state government as applicable in accordance with the policies laid down by the UGC and State Government from time to time.
- To approve the annual budget of the Autonomous College.
- Perform such other functions and institute committees as may be necessary and deemed fit for the proper development of the Autonomous College.

12.4 ACADEMIC COUNCIL:

COMPOSITION OF ACADEMIC COUNCIL:

1. The Principal (Chairman)
2. All the Heads of Departments in the Autonomous College
3. Four teachers of the Autonomous College representing different categories of teaching staff by rotation on the basis of seniority of service in the College.

Regulations pertaining to Autonomy to HEIs:

4. Not less than four experts/academicians from outside the Autonomous College representing such areas as Industry, Commerce, Law, Education, Medicine, Engineering, Sciences, etc., are to be nominated by the Governing Body.
5. Three nominees of the University, not less than Professors.
6. The Controller of Examination of the Autonomous College
7. A faculty member nominated by the Principal (Member Secretary).

Term: The term of the nominated members shall be three years.

Meetings: Meetings of the Academic Council shall be held at least once every six months.
Functions of the Academic Council:

- (a) To scrutinize and approve the proposals with or without modification of the Board of Studies with regard to courses of study, academic regulations, curricula, syllabi and modifications thereof, instructional and evaluation arrangements, methods, procedures relevant thereto, etc., provided that where the Academic Council differs on any proposal, it shall have the right to return the matter for reconsideration to the Board of Studies concerned or reject it, after giving reasons to do so.
- (b) To make regulations regarding the admission of students to different programmes of study in the Autonomous College, keeping in view the policy of the Government.
- (c) To make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels.
- (d) To recommend to the Governing Body proposals for the institution of new programmes of study.
- (e) To recommend to the Governing Body institution of scholarships, studentships, fellowships, prizes, and medals, and to frame regulations for the award of the same.
- (f) To advise the Governing Body on suggestions(s) pertaining to academic affairs.
- (g) To perform such other functions as may be assigned by the Governing Body.

12.5 BOARD OF STUDIES:

Composition of Board of Studies:

1. Head of the Department concerned (Chairperson).
2. All faculty members of the Department.
3. Two subject experts from outside the parent University are to be nominated by the Academic Council.
4. One expert is to be nominated by the Vice-Chancellor from a panel of six recommended by the Autonomous College Principal.
5. One representative from industry/corporate sector/allied areas to be nominated by the Principal.
6. One member of the College alumni to be nominated by the Principal.
7. Experts from outside the Autonomous College, whenever special courses of studies are to be formulated, to be nominated by the Principal.

Term: The term of the nominated members shall be three years.

Meetings: Meetings of the Board of Studies shall be held at least once every six months.

Functions:

The Board of Studies shall recommend the following to the Academic Council:

- (a) Courses of studies;
- (b) Measures for the improvement of the standards of teaching and research;
- (c) Any other academic matter.

12.6 FINANCE COMMITTEE:

Composition of Finance Committee:

- (a) The Principal (Chairman).
- (b) One person to be nominated by the Governing Body of the Autonomous College for a period of two years.
- (c) One senior-most faculty member of the Autonomous College to be nominated in rotation by the Principal for two years.
- (d) Finance Officer/Officer in-charge of Finance and Accounts of the Autonomous College (Member Secretary)

Term: The term of the Finance Committee shall be three years.

Meetings: Meetings of the Finance Committee shall be held at least once every six months.

Functions of the Finance Committee:

The Finance Committee shall act as an advisory body to the Governing Body to consider:

- (a) Budget estimates relating to the grant received/receivable from funding agencies, income from fees, etc. and
- (b) Audited accounts for the above.

13. CONSEQUENCES OF VIOLATION OF REGULATIONS

13.1 The Autonomous Colleges shall at all times adhere to UGC Regulations and Guidelines made and issued by the Commission from time to time, failing which UGC may take appropriate action against the defaulting Autonomous College including revoking of autonomous status.

14. INTERPRETATION

14.1 In the event of any conflict or inconsistency with respect to these regulations, the interpretation given by the Commission shall be final and binding.

15. REMOVAL OF DIFFICULTIES

15.1 The Commission reserves the right to remove difficulty/difficulties in the course of implementation of these Regulations.

Prof. MANISH JOSHI, Secy.

[ADVT.-III/4/Exty./002/2023-24]

**University Grants Commission
(Mandatory Assessment and Accreditation of Higher Educational Institutions),
Regulations, 2012.**

No. 14-42/2011 (CPP-II)—In exercise of the powers conferred by clauses (f) and (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations' namely :—

1. Short Title, Application .and Commencement:

- 1.1 These Regulations shall be called the University Grants Commission (Mandatory Assessment and Accreditation of higher Educational Institutions), Regulations, 2012.
- 1.2 These regulations shall apply to:
 - (a) all universities established and I or incorporated by or under a Central Act, a Provincial Act or a State Act;
 - (b) all institutions, other than technical institutions, declared by notification under Section 3 of the university Grants Commission Act to be deemed to be universities;
 - (c) all colleges, other than technical institutions, including autonomous colleges.
- 1.3 These Regulations shall come into force form the date of notification in the Official Gazette.

2. Definitions:

- a) 'Accreditation', with its grammatical variations, means the process of quality control in higher education, whereby, as a result of evaluation or assessment or by any other scientific method followed by Accreditation Agencies, a Higher Educational Institution or any programme conducted therein recognized as conforming to parameters of academic quality and benchmarking (if such academia% quality determined by the University Grants Commission.
- b) Act' means the University Grants Commission Act, 1956
- c) 'Assessment' means the process involved in ascertaining or verifying the capabilities of a Higher Educational Institution in terms of its physical infrastructure and human resources prior to the commencement of its academic programmes.
- d) Assessment and Accreditation Agency' means an agency such as National Assessment and Accreditation Council already recognized by University Grants Commission, National Board of Accreditation and National Accreditation Board, or an Agency established by or under an Act of Parliament to carry out accreditation.
- e) 'College' means a college as defined under section 12 A (1) (b) of the University Grants Commission Act, 1956.
- f) 'Commission' means the University Grants Commission as defined in the Act.
- g) 'Higher Educational Institution' means a university as defined in subsection (f) of Section 2 of the Act, and includes, an institution declared by notification under the Act as an institution deemed to be university under Section 3 of the Act and colleges as defined above in clause (e), other than a Technical institution.
- h) "Technical Institution" means an institution as defined under clause (h) of section 2 of the All India council for Technical Education Act, 1987 but excluding Technical Universities and Universities offering technical programmes;

3. Objectives:

The process of assessment and accreditation shall have the following objectives:

- a) to accord recognition to the quality and excellence of education imparted by Higher Educational institutions, and thereby to advance academic quality;
- b) to enable students and other stakeholder to make informed choices with regard to Higher Educational Institutions;
- c) To enable students, teachers and other stakeholders to provide inputs concerning the quality of education imparted by the Higher Educational Institutions;
- d) to facilitate Higher Educational Institutions to augment quality, by benchmarking uniform reference points pertaining to academic standards;
- e) to facilitate Higher Educational Institutions to secure additional funding and other incentives, if found eligible, from appropriate regulatory and or funding agencies;
- f) to facilitate Higher Educational Institutions to acquire international recognition cross-border and trans-national collaborations;;
- g) to facilitate students achieve learning outcomes appropriate to their course and relevant to their context, as shall be declared by Higher Educational Institutions;
- h) to facilitate students entitlements, as prescribed by the Commission or declared by the Higher Educational Institution, as the case may be, to be met by Higher Educational Institutions.
- i) to facilitate teachers achieve and maintain teaching and research standards as shall be declared by Higher Educational Institutions
- j) to facilitate effective teaching-learning and access to quality-teaching learning material in all the languages permitted by the Higher Educational Institution as medium of instruction or examination; and
- k) to facilitate Higher Educational Institution achieve effective governance mechanisms in their management and administration.

4. Mandatory Assessment and Accreditation

- 4.1 it shall be mandatory for each Higher Educational Institution to get accredited by the Accreditation Agency after passing out of two batches or six years, whichever is earlier, in accordance With the norms and methodology prescribed by such agency or the Commission, as the case may be.
- 4.2 Every Higher Education “Institution, which has completed six years of existence or two batches having passed out, whichever is earlier, shall apply within six months from the date of coming into force of These regulations, to the Accreditation Agency, for accreditation.
- 4.3 The Higher Educational Institutions, which have completed six years of existence or two batches having passed out, whichever is earlier, shall, within a period of six months from date of such completion, apply to the Accreditation Agency for accreditation.
- 4.4 Every Higher Educational operations after coming into force of these regulations, shall apply for assessment and accreditation to the Assessment and Accreditation Agency, as per Clause 4.1 above.

5 Period of Validity and Reaccreditation

- 5.1 The accreditation will be valid for a period of five years
- 5.2. It shall be mandatory for each accredited Higher Educational Institution to apply for Reaccreditation six months before the expiry of the five year period in accordance with the norms and procedures prescribed by the relevant Accreditation Agency.

6 Duties and Obligations of Assessment and Accreditation Agency

The Assessment and Accrediting Agency shall:

- 6.1 ensure complete transparency in its operations and strictly abide by a code of ethics.
- 6.2 provide an opportunity to all stakeholders in the Higher Educational Institution including students, teachers and non-teaching employees, to submit their views on matters of academic quality.
- 6.3 provide an opportunity to all Stakeholders in the Higher Educational Institution including students, and non-teaching employees, to file suggestions or objections, if any, on the Self Study Report (SSR) prepared by the Higher Educational Institution for submission to the Accreditation Agency, which shall be taken note of by the Assessment and Accreditation Agency while finalizing the accreditation.
- 6.4 publish on its website the final accreditation together with all documents based on which such accreditation was given to the Higher Educational Institution.
- 6.5 complete the accreditation process I take a final decision on the . accreditation application within six months of receipt of application form the Higher Educational institution.
- 6.6 take a decision on application, submitted within 90 days of grant of accreditation, for withdrawal/ modification of accreditation, against which any person or body is aggrieved, within 90 days of receiving the application.-

7. Assessment and Accreditation as Pre-requisites.

- 7.1 No Higher Educational Institution or its Faculties, Schools, Departments, Centres or any other units therein, by whatever name called, shall be eligible for applying or receiving financial assistance from Commission under any of its schemes without having undergone assessment and accreditation within stipulated period as defined in Clause 4.1 above.
- 7.2 No institution, other than those under de novo category, shall be eligible to apply or be considered for being declared as an institution deemed to be university under section 3 of the Act, without having undergone assessment and accreditation as laid down by the Commission.
- 7.3 No university shall be notified or recognized under Section 12B of the UGC Act, if not duly accredited as per Clause 4.1 above, after coming into force of these regulations.
- 7.4 No college shall be notified recognized under Section 2 (f) of UGC Act, if not duly accredited as per Clause 4.1 above, after coming into force of these regulations.

8. Incentives

The Commission shall allocate any higher level of funding, as it may deem fit, tog such higher education institution as are accredited in the highest grade.

9. Penalties

Where a Higher Educational Institution fails to comply with the provisions of any of the preceding clauses, notwithstanding any Other action that may be taken against the Higher Educational Institution by the appropriate Assessment and Accreditation Agency, the Commission may, after providing reasonable opportunity to such Higher Educational Institution to be heard, impose any of the following penalties or any combination of such penalties on Higher Educational Institution, namely:

- a) Repeal of the notification in respect of such Higher Educational Institution from the list of Higher Educational institutions recognized under Section 12 B of the UCC Act;
- b) Recommending to the Central Government where it is an institution deemed to be university, that the notification declaring such institution as an institution, as an institution deemed to be university under section 3 of the Act may be revoked;
- c) Proceed to take action against the Higher Educational, where such Higher Educational institution is a private university under the University Grants Commission (Establishment of and Maintenance of Standards in Private Universities) Regulations, 2003 as amended/modified from time to time.
- d) Withholding of all grants, where applicable, allocated to such Higher Educational institution;
- e) Declaring such higher Educational Institution to be ineligible for consideration for any assistance under any of the general or special assistance programmes of the Commission;
- f) Declaring, for the purpose of general information of the public, that the Higher Educational institution is not an accredited institution, and cautioning potential candidates seeking admission to such Higher Educational Institution of the same, through various forms of the media including the website of the Commission.

10. Dispute Redressal Mechanism

- 10.1 Any dispute arising out of the implementation of these regulations will be discussed and resolved by the Commission (or University as the case may be) whose decision shall be final and binding.
- 10.2 The Commission reserves the right to amend these regulations from time to time and same will be binding mutatis mutandis on the Higher Educational Institutions.

AKHILESH GUPTA

**University Grants Commission
(Mandatory Assessment and Accreditation of Higher Educational Institutions)
(First Amendment) Regulation, 2013.**

New Delhi-110002, the 31st December 2013

F.No.: 20-4/2009(IUC)- In exercise of the powers conferred by clauses (f) and (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following regulations to further amend the University Grants Commission (Mandatory Assessment and Accreditation of Higher Educational Institutions), Regulations, 2012, namely:-

1. (1) These regulation may be called the University Grants Commission (Mandatory Assessment and Accreditation of Higher Educational Institutions) (First Amendment) Regulation, 2013.
(2) They shall come into force from the date of their publication in the official Gazette.
2. In the University Grants Commission (Mandatory Assessment and Accreditation of Higher Educational Institutions), Regulations, 2012 in regulation 2, in sub-regulation (d) the following proviso shall be replaced as:
“Assessment Accreditation Agency means any agency such as the National Assessment and Accreditation Council, the National Board of accreditation, or National Accreditation Board, or any agency recognized by the University Grants Commission, or any agency established by an Act of Parliament to carry out accreditation.”

Note:- The principal regulations were published in the Gazette of India, vide number F.14-42/2011(CPP-II) dated January 19, 2013 and subsequently amended vide notification number:-

NIDHI SHARMA

Dy. Secy.

**UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI – 110 002**

No. F. 1-1/2014(DC)

29-01-2015

PUBLIC NOTICE

Attention is invited to the UGC (Mandatory Assessment and Accreditation of Higher Educational Institutions) Regulations, 2012 which under clause 7.1 specifies that financial assistance by the UGC to Institutions of Higher Education shall be given only to those Institutions which have undergone assessment and accreditation process stipulated under the Regulations. A public notice was issued by UGC vide letter No.20-4/2009 (IUC) dated 27.12.2013 wherein UGC has advised Universities/Colleges/Institution to apply to the recognized Accreditation Agency latest by 1st June, 2014, failure to do so may lead to discontinuation of financial assistance by the UGC to such Universities/Colleges/Institution from 1st April, 2015.

With regard to above, the Commission in its meeting held on 22.12.2014 had decided to give relaxation to all Universities/Colleges/Institutions to apply for NAAC accreditation upto 31st December, 2015 who have not apply for the same, failure to do so may lead to discontinuation of financial assistance by the UGC to such Universities/Colleges/Institution from 1st April, 2016 onwards.

The above decision of the UGC may be noted for necessary compliance by all Universities/Colleges/Institutions.

(Prof. Dr. Jaspal Singh Sandhu)

Secretary, UGC

University Grants Commission
(Recognition and monitoring of Assessment & Accreditation Agencies)
Regulations, 2014.

NOTIFICATION

New Delhi, the 17th July, 2014

No. F. 14-42/2011 (CPP-II).—Preamble:

Whereas, University Grants Commission (UGC) is mandated to coordinate and determine the standards of higher education in universities;

And whereas, assessment and accreditation through transparent and informed external review process, are the effective means of quality determination and assurance in higher education to provide a common frame of reference for students and others to obtain credible information on academic quality across institutions;

And whereas, mandatory assessment and accreditation would also enable the higher education system in the country to become a part of the global quality assurance system thereby assisting student mobility across institutions, domestic as well as international;

Therefore, in exercise of the powers conferred by clause (j) of Section 12 read with clauses (f) and (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following regulations:-

1. Short title, application and commencement –

- (1) These regulations shall be called the University Grants Commission (Recognition and monitoring of Assessment & Accreditation Agencies) Regulations, 2014.
- (2) These regulations shall apply to all Assessment and Accreditation agencies engaged in the assessment and accreditation of higher educational institutions (other than the higher educational institutions engaged mainly in agricultural education and research) in the country.
- (3) These regulations shall come into force from the date of their notification in the Official Gazette.

2. Definitions -

In these regulations, unless the context otherwise requires—

- (a) “Academic quality” means the quality of teaching, learning and research and consequently their contribution to enhancement of knowledge and includes physical infrastructure, human resources (including faculty), administration, course curricula, admission and assessment procedures and governance structures, of the higher educational institution and includes standards as laid down by the appropriate statutory regulatory authority;
- (b) “Accreditation” with its grammatical variations means the process of quality control in higher education, whereby, as a result of evaluation or assessment or by any other scientific method followed by accreditation agencies, a higher educational institution or any programme conducted therein is recognised by it as conforming to parameters of academic quality and benchmarking of such academic quality determined by the appropriate statutory regulatory authority;
- (c) “Appropriate statutory regulatory authority” means any regulatory authority established under any law for the time being in force, for co-ordinating or determining or maintaining the standards of higher education;

- (d) “Articles of association” means articles of association of a company as defined in Section 2(5) of the Companies Act, 2013
- (e) “Assessment” means the process involved in ascertaining or verifying the capabilities of an HEI in terms of its physical infrastructure, human resources (including faculty), administration, course curricula, admission and student evaluation procedures and governance structure prior to the commencement of its academic programmes;
- (f) “Assessment and accreditation agency” means an agency registered under clause 5 of these regulations;
- (g) “Certificate of registration” means the certificate of registration of an assessment and accreditation agency granted under clause 05 of these Regulations;
- (h) “Code of ethics” includes integrity, objectivity, professional competence, professional conduct, avoidance of conflict of interest, transparency and information disclosure and such other ethical principles as may be specified in these regulations;
- (i) “College” means any institution, whether known as such or by any other name which provides for a course of study for obtaining any qualification from a university and which, in accordance with the rules and regulations of such university, is recognized as competent to provide for such course of study and present students undergoing such course of study for the examination for the award of such qualification;
- (j) “Commission” means the University Grants Commission as defined in the University Grants Commission Act 1956;
- (k) “Degree” means any such degree, as may, with the previous approval of the Central Government, be specified in this behalf by the University Grants Commission, by notification in the Official Gazette, under section 22 of the University Grants Commission Act, 1956;
- (l) “Diploma” means such award, not being a degree, granted by a university certifying that the recipient has successfully completed a course of study of not less than nine months duration;
- (m) “Distance education systems” means the open and distance education systems as specified by the Commission in the regulations for Open and Distance Education;
- (n) “Higher Educational Institution” means an institution of learning including a university, an institution deemed to be university, a college, an institution of national importance declared as such by an Act of Parliament, or a constituent unit of such institution, which is imparting (whether through conduct of regular classes or distance education systems) higher education beyond twelve years of schooling leading to the award of a degree or diploma;
- (o) “Institution deemed to be University” means an institution declared by the Central Government as deemed to be a university under section 3 of the University Grants Commission Act, 1956;
- (p) “Instrument of Trust” means, in case of a Trust, such instrument as defined under section 3 of the Indian Trusts Act, 1882;
- (q) “Memorandum of Association” means, in case of a company, such memorandum as defined under sub-section (28) of section 2 of the Companies Act, 2013, or in case of a society, such memorandum as specified under section 2 of the Societies Registration Act, 1860;

Regulations pertaining to Accreditation of HEIs:

- (r) “Non-profit organisation” means an organisation being a company registered under section 8 of the Companies Act, 2013 or a society formed and registered under the Societies Registration Act, 1860 or a trust formed under the Indian Trusts Act, 1882 or formed under any other law for the time being in force, which—
 - (i) undertakes any venture, profession, vocation or business without profit motive or gainful objective;
 - (ii) applies its surplus or other income in promoting its objects;
 - (iii) prohibits payment of any of its surplus or other income to its members or shareholders or trustees, except by way of salaries or allowances payable for services rendered for carrying out such venture, profession, vocation or business;
- (s) “Notification” means a notification published in the Official Gazette and the expression “notify” with its cognate meanings and grammatical variation shall be construed accordingly;
- (t) “Programme” means a course or programme of study leading to the award of a degree or a diploma in a higher educational institution;
- (u) “Technical education” means programmes of education, research and training in the areas namely engineering and technology, architecture, town planning, pharmacy, applied arts and crafts, hotel management and catering technology, computer applications, and such other programmes or areas as the Central Government may, in consultation with the Commission, by notification in the official gazette, declare.
- (v) “University” means a university established or incorporated by or under a Central Act, a Provincial Act or a State Act, and includes an institution deemed to be university;
Words and expressions used and not defined in these regulations but defined in the University Grants Commission Act, 1956 and not inconsistent with these regulations shall have the meanings respectively assigned to them in that Act.

3. Objectives

- 3.1 To lay down a framework for mandatory accreditation of Higher Educational Institutions by a number of competent and reliable assessment and accreditation agencies.
- 3.2 To regulate assessment and accreditation agencies through an independent but accountable institutional mechanism.

4. Functions of the Commission regarding Assessment and Accreditation

- 4.1 The Commission shall, subject to the provisions of these regulations and of those made under any law for the time being in force by the appropriate statutory regulatory authority, take measures to develop and regulate the process of assessment and accreditation of higher educational institutions and programmes conducted therein, and to monitor the functioning of assessment and accreditation agencies.
- 4.2 Without prejudice to the generality of the foregoing provisions, the measures referred to in subclause (1), may, inter alia, provide for all or any of the following matters, namely:—
 - (a) regulate assessment and accreditation agencies (registration of the assessment and accreditation agencies);
 - (b) lay down norms and processes for assessment and accreditation of academic quality in higher educational institutions or of any programme conducted therein, by assessment and accreditation agencies;
 - (c) undertake periodical review of norms and policies referred to in sub-clause (b);

- (d) lay down a code of ethics for adherence by the assessment and accreditation agencies;
- (e) undertake audit of the assessment and accreditation agencies with reference to adherence to code of ethics including policies on obviating conflict of interest, disclosure of information, evolving transparency in processes and procedures of assessment and accreditation;
- (f) lay down policies for providing information to the public in regard to all aspects of quality and performance of higher educational institutions and programmes conducted therein;
- (g) specify and monitor standards on selection and training of experts for the purposes of assessment and accreditation by assessment and accreditation agency;
- (h) levy of fees or other charges under these Regulations;
- (i) recommend for improvement of academic quality while respecting the higher educational institution's autonomy to set its priorities;
- (j) advise the Central Government or any State Government or the appropriate statutory regulatory authority on any policy matter concerning assessment and accreditation which may be referred to it;
- (k) take measures for development of methodologies of assessment and accreditation in collaboration with assessment and accreditation agencies and/or universities;
- (l) promote research and innovation in assessment and accreditation;
- (m) monitor adherence to such norms, guidelines and standards of academic quality, as may be specified under any law for the time being in force by the appropriate statutory regulatory authority, in higher educational institutions; (n) perform such other functions as may be prescribed.

5. Registration of Assessment and Accreditation Agencies

- 5.1 No assessment and accreditation agency shall, except under, and in accordance with the conditions of a certificate of registration obtained from the Commission, and in accordance with rules and regulations made thereunder, undertake assessment and accreditation of any higher educational institution or any programme conducted therein: Provided that any agency set up by or under any law for the time being in force, which is carrying out the work of assessment and accreditation of higher educational institutions or programmes conducted therein, on or before the date of notification of these Regulations, may continue to do so until the certificate of registration is granted to it by the Commission: Provided further that such agency shall, within a period of one hundred and eighty days from the date of notification of these Regulations, make an application for registration as an assessment and accreditation agency:
- Provided also that the Commission shall, within a period of one hundred and twenty days from the date of such application, either issue the certificate of registration or reject the application.
- 5.2 (1) Every application for registration as an assessment and accreditation agency shall be made to the Commission in such form and manner as specified in sub-clause (2) below and accompanied by such other documents and on payment of such fees as may be further specified by the Commission through a public notification.

Regulations pertaining to Accreditation of HEIs:

- (2) Every application under sub-clause (1) shall be submitted by the competent person in the Society/Company/Trust in a form specified by the Commission through a public notification and shall be accompanied by the following, namely:—
 - (a) Duly certified copy of memorandum of association/articles of association or the instrument of trust if the applicant is a registered Society/Company or a Trust, respectively;
 - (b) Details of members of the authorities of the Society/Company/Trust;
 - (c) Details of infrastructure and employees of the applicant;
 - (d) Details of assessment and accreditation previously undertaken/expertise available with it;
 - (e) a detailed mechanism for detecting any potential conflict of interest between the applicant or its employees or experts and a higher educational institution;
 - (f) a credible mechanism for transparency in respect of the financial status and financial dealings of the applicant;
 - (g) a reliable public information disclosure policy for assessment and accreditation of any higher educational institution or any programme conducted therein;
 - (h) complete processes and procedures to be followed by the applicant in the assessment and accreditation of any higher educational institution or any programme conducted therein;
 - (i) such other documents as may be specified by a public notification by the Commission.
- 5.3 No application for grant of a certificate of registration shall be considered by the Commission, unless the applicant satisfies the following conditions, namely:—
 - (a) the applicant is-
 - (i) a company registered under section 25 of the Companies Act, 1956 or a society formed and registered under the Societies Registration Act, 1860 or a trust formed under the Indian Trusts Act, 1882 or any other law for the time being in force;
 - (ii) such company, society or trust is formed or controlled by the Central Government or a State Government or any authority or board or institution established under any Central or State Act;
 - (b) the applicant is a non-profit organization;
 - (c) the applicant has, in its memorandum of association/articles of association or in the instrument of trust, specified assessment and accreditation of higher educational institutions as one of its main objects;
 - (d) the applicant has such infrastructure as may be specified by a public notification by the Commission, to enable it to provide assessment and accreditation services;
 - (e) the applicant and the promoters of the applicant, have professional competence, financial soundness and general reputation of fairness and integrity to the satisfaction of the Commission;
 - (f) the applicant, or its promoters, or any member of the governing body of the applicant or its promoter, is not involved in any legal proceeding connected with any higher educational institution except in course of any assessment and accreditation proceedings carried out in pursuance of the provisions of these regulations;

- (g) the applicant, or its promoters, or any director, or member, or trustee has, at any time in the past, not been convicted of any offence involving moral turpitude or any economic offence;
 - (h) the applicant has, in its employment, persons having adequate professional and other relevant experience to the satisfaction of the Commission;
 - (i) the applicant, or any person directly or indirectly connected with the applicant, has in the past not been—
 - (i) refused by the Commission a certificate of registration under these Regulations or;
 - (ii) subjected to any proceedings for contravention of this Act or of rules or regulations made thereunder or any other law for the time being in force;
 - (j) the applicant, in all other respects, is a fit and proper person for the grant of a certificate;
 - (k) the applicant conforms to such other conditions as may be specified by regulations.
- 5.4 (1) The Commission shall, on receipt of the application issue a public notice, in such form and manner as specified by it through a public notification, and place the application together with all documents received with the application, for a period of sixty days from the date of issue of such public notice, on the website of the Commission.
- (2) Any person may, within a period of said sixty days referred to in sub-clause(1), submit his comments or objections, if any, on the application or part thereof, to the Commission.
- (3) The Commission may, within the period of sixty days referred to in sub-clause(1), require the applicant to furnish such other information or clarification as it may consider necessary.
- (4) The Commission may obtain the advice of such experts, as it deems fit, for the specific purpose of evaluating the competency of the applicant.
- (5) The Commission may also refer the application to any state government or statutory regulatory authority, for its advice. Such advice shall be tendered by the respective State Government or the statutory regulatory authority within thirty days from receipt of such application.
- (6) The Commission shall, before granting a certificate of registration, conduct a public hearing, in such manner as may specified by it through a public notification, to consider all comments or objections or clarifications or recommendations, if any, and the response of the applicant thereto, including any other matter as the Commission may deem fit for such consideration.
- 5.5 (1) The Commission shall, as far as practicable within a period of one hundred and twenty days, from the receipt of such application, after considering the comments or objections or clarifications or recommendations—
- (a) issue a certificate of registration as an assessment and accreditation agency, on such terms and conditions as may be specified in such certificate, subject to the provisions of these Regulations; or
 - (b) reject the application for reasons to be recorded in writing if such application does not conform to the provisions of these regulations or provisions of any other law for the time being in force:
- Provided that no application shall be rejected unless the applicant has been given a reasonable opportunity of being heard.

Regulations pertaining to Accreditation of HEIs:

- (2) The Commission shall, while issuing a certificate of registration, approve the documents as such or with such modifications, as it may deem fit, and thereupon the assessment and accreditation agency shall follow the procedures and conditions so approved in the process of assessment and accreditation.
 - (3) The documents approved under sub-clause(2) shall be considered as an integral part of the certificate of registration which shall not be modified or altered without the approval of the Commission.
 - (4) The Commission may, if it so deems fit, in the certificate of registration granted to an assessment and accreditation agency, limit the area or programme for which such assessment and accreditation agency may exercise its duties and responsibilities of assessment and accreditation.
 - (5) A certificate of registration shall be valid for a period of five years unless such certificate is revoked earlier.
- 5.6 (1) A certificate of registration granted may, on an application made by the assessment and accreditation agency, be renewed by the Commission for such period and on payment of such fees as may be specified by Regulations.
- (2) No application for renewal of the certificate of registration made under sub-clause(1) shall be rejected unless the applicant has been given a reasonable opportunity of being heard in the matter.
- 5.7 No assessment and accreditation agency shall, without the prior approval of the Commission, effect any change in its ownership, or governing body or board of trustees, or the memorandum of association or articles of association or the instrument of trust.
- 5.8 The Commission may, in the public interest or for ensuring advancement of academic quality, on an application of the assessment and accreditation agency or otherwise, make such alterations and amendments in the terms and conditions of the certificate of registration as it thinks fit, in accordance with such procedure as may be specified by it through a public notification.
- 5.9 (1) If the Commission, on a complaint or otherwise, and after making such enquiry as it deems fit, is satisfied that public interest so requires, it may revoke the certificate of registration in any of the following cases, namely:—
- (a) where the assessment and accreditation agency, in the opinion of the Commission, makes willful or continuous default in any act of commission or omission as required by these regulations;
 - (b) where the assessment and accreditation agency commits breach of any of the terms or conditions of the certificate of registration which is expressly declared by such certificate of registration to render it liable to revocation;
 - (c) where the assessment and accreditation agency fails, within the period fixed in this behalf by its certificate of registration, or any longer period which the Commission may have granted thereof, to show, to the satisfaction of the Commission, that such agency is in a position fully and efficiently to discharge the duties and obligations imposed on it by its certificate of registration;
 - (d) where in the opinion of the Commission the financial position of the assessment and accreditation agency is such that such agency is unable fully and efficiently to discharge the duties and obligations imposed on it by its certificate of registration;
 - (e) the assessment and accreditation agency has ceased to exist.

- (2) No certificate of registration shall be revoked under sub-clause(1) unless the Commission has given to the assessment and accreditation agency not less than thirty days notice, in writing, stating the grounds on which it is proposed to revoke the certificate of registration, and has considered any cause shown by the assessment and accreditation agency within the period of that notice, against the proposed revocation.
- (3) Where in its opinion the public interest so requires or for ensuring the advancement of academic quality, the Commission may, on conclusion of the enquiry under sub-clause(1), suspend the certificate of registration granted to the accreditation agency till such time as a decision on the revocation of such certificate of registration or otherwise, is taken by the Commission.
- (4) Where the Commission revokes a certificate of registration under this clause, it shall serve an order of revocation upon the accreditation agency and fix a date on which the revocation shall take effect; and such revocation shall be without prejudice to the action which may be taken against it in under any other law for the time being in force.
- (5) The Commission may, instead of revoking a certificate of registration under sub-section (1), permit it to remain in force subject to such further terms and conditions as it thinks fit to impose, and any further terms or conditions so imposed shall be binding upon and be observed by the assessment and accreditation agency and shall be of like force and effect as if they were contained in the certificate of registration.
- (6) The Commission shall publish on its website any action initiated under this clause and the final decision on the revocation of the certificate of registration or otherwise together with all documents and reasons for such decision.
- (7) Where the certification of any assessment and accreditation agency has been revoked under subclause (4) on grounds referred to in sub-clause(1), the Commission shall, within a period of sixty days from the date of such revocation, conduct an audit of all the higher educational institutions accredited by such agency within a period of one year before the date of such revocation.
- (8) The Commission shall, while suspending or revoking a certificate of registration, take, or cause to be taken, such measures which may be necessary to protect the interests of students.

6. Duties and Obligations of Assessment & Accreditation Agencies

- 6.1 (1) While undertaking assessment and accreditation of a higher educational institution or programme conducted therein, the assessment and accreditation agency shall have regard to following principles in discharging its obligations for the advancement of knowledge, namely:—
 - (a) advancement of academic quality;
 - (b) enabling uniform reference of standards of academic quality in any class or classes of higher educational institutions or any one or more programmes conducted therein;
 - (c) informing stakeholders (including students and employers) about the quality of the higher educational institution or any programme conducted therein;

Regulations pertaining to Accreditation of HEIs:

- (d) rendering assistance to higher educational institutions in managing and enhancing their academic quality working towards the development of explicit intended learning outcomes;
 - (e) adherence to such other principles for advancement of knowledge which may evolve from time to time.
 - (2) The assessment and accreditation agency shall, while undertaking assessment or accreditation of higher educational institutions or any programme conducted therein, follow the standards in respect of academic quality specified by the appropriate statutory regulatory authority.
 - (3) Every assessment and accreditation agency shall abide by the code of ethics as laid down by the Commission.
- 6.2
- (1) Every assessment and accreditation agency shall assess or accredit a higher educational institution or a programme conducted therein on an application made to it by such institution in such form and manner, and on payment of such fees, as may be specified by the Commission through a public notification.
 - (2) The assessment or accreditation of a higher educational institution or a programme in a Higher Educational institution shall be done at such intervals and after such periods as are specified in the UGC (Mandatory Assessment and Accreditation) Regulations, 2012.
 - (3) The assessment and accreditation agency shall, while undertaking assessment or accreditation of a higher educational institution or a programme in such institution, provide an opportunity to the stakeholders in the higher educational institution, including students and employees, to submit their views on matters of academic quality.
 - (4) The assessment and accreditation agency shall give a reasonable opportunity to the higher educational institution to file suggestions or objections, if any, on the draft assessment or accreditation prepared by it and shall take note of such suggestions or objections, if any, while finalizing the assessment or accreditation of such institution or any programme conducted therein.
 - (5) The assessment and accreditation agency shall publish on its website the assessment or accreditation undertaken together with all documents and reasons for such assessment or accreditation.
 - (6) The assessment and accreditation agency shall furnish to the Commission at such time and in such form and manner as may be specified by the Commission in a public notification or as the Commission may direct, such returns and statements and such particulars in regard to assessment or accreditation of higher educational institutions by such agency, as the Commission may, from time to time, require.
 - (7) Without prejudice to the provisions of sub-clause (1), the assessment and accreditation agency shall, within a period of ninety days after the end of each financial year, submit to the Commission a report along with audited statement of accounts in such form, as may be specified by the Commission in a public notification, giving a true and full account of its activities, policy and programmes in regard to accreditation of higher educational institutions by such agency during the previous financial year.

7. Audit and Inquiry of Assessment & Accreditation Agencies

- 7.1 The Commission may, at any time, by order in writing, direct any person or persons (hereinafter referred to in this clause as “Accreditation Audit Committee”) specified in the order to audit or inspect or inquire into the affairs of any assessment and accreditation agency or any higher educational institution in matters of accreditation and to report to the Commission on any audit or inspection made by such Accreditation Audit Committee.
- 7.2 It shall be the duty of every chief executive or officer or other employee of the assessment and accreditation agency and every chief executive or teacher or officer or other employee of the higher educational institution, as the case may be, to produce before the Accreditation Audit Committee directed under sub-clause (1), all such papers and other documents in his custody or power and to furnish him with any statement and information relating to the affairs of the assessment and accreditation agency or higher educational institution, as the case may be, as the said Accreditation Audit Committee may require of him within such time as the said Accreditation Audit Committee may specify.
- 7.3 The Accreditation Audit Committee, directed to audit or inspect or inquire under sub-clause (1), may examine any chief executive or officer or other employee of the assessment and accreditation agency in relation to accreditation of any higher educational institution or programme conducted therein.
- 7.4 On receipt of any report under sub- clause (1), the Commission may, after giving such opportunity to the assessment and accreditation agency to make a representation in connection with the report as, in the opinion of the Commission, seems reasonable, by order in writing,—
- (a) require the assessment and accreditation agency, to take such action in respect of any matter arising out of the report as the Commission may think fit; or
 - (b) modify terms and conditions of certificate of registration as it thinks fit, and terms or conditions so modified shall be binding upon and be observed by the assessment and accreditation agency and shall be of like force and effect as if they were contained in the certificate of registration; or
 - (c) revoke the certificate of registration of the assessment and accreditation agency.
- 7.5 The Commission shall, place the report submitted by the Accreditation Audit Committee under sub- clause (1) and the action taken thereon by the Commission on its website.

8. Grievance Redressal Mechanism

- 8.1 Any person aggrieved by the accreditation decided by any assessment and accreditation agency under these Regulations, may apply to the Commission for withdrawal of such accreditation or its modification.
- 8.2 The Commission shall take a decision on an application made within ninety days after affording the assessment and assessment and accreditation agency reasonable opportunity of being heard.

9. Miscellaneous

If the Commission is of the opinion that it is necessary or expedient in the interests of the general public so to do, or for advancement of knowledge, it may, by notification and subject to such conditions as may be specified in the notification, exempt any class or classes of higher educational institutions from the operation of all or any of the provisions of these Regulations and may, as often as may be necessary, revoke or modify such notification.

10. Penalties

- 10.1 If an accreditation agency fails to comply with the obligations referred to in sub-clause 6.1 (1) and the adherence to the code of ethics referred to in sub-clause 6.1(3), without prejudice to any penalty which may be imposed under the University Grants Commission Act, 1956, it shall be liable to pay such compensation, to the higher educational institution for any loss or damages suffered by such institution, as may be determined by a Court of law.
- 10.2 Any accreditation agency, which contravenes-
- (a) any provision of these regulations or any notification made thereunder; or
 - (b) the standards specified under any law for the time being in force by the appropriate statutory regulatory authority; or
 - (c) the terms and conditions specified in the certificate of registration,
- shall, without prejudice to proceeding for prosecution under the provisions of these regulations or any other law for the time being in force, be liable to a penalty as per the provisions of the University Grants Commission Act, 1956.
- 10.3 If any person provides any information or produces any document under these regulations or under any notification made thereunder, or delivers an account or statement which is false, and which he either knows or believes to be false, or does not believe to be true, he shall be liable for being prosecuted in a court of law by the University Grants Commission.
- 10.4 If any Higher Educational Institution (HEI) furnishes false or misleading information or tries to influence the Assessment & Accreditation Agency in whatever way to obtain a higher grade or assessment, it shall be liable to be de-notified from the Section 2(f) and 12B of UGC Act and stoppage of/or withdrawal of UGC grants, if any. Similarly a deemed to be university shall be liable for de-notification of its status as a deemed to be university under Section 3 of the University Grants Commission Act, 1956.

11. Removal of difficulties

If any difficulty arises in giving effect to the provisions of these regulations, the Commission may, by order published in the Official Gazette, make such provisions not inconsistent with the provisions of these regulations as appear to it to be necessary or expedient for removal of the difficulties;

Provided that, no such order shall be made after the expiry of a period of two years from the date of the commencement of these regulations;

Provided further that, an order providing for the removal of a difficulty arising due to overlap or conflict with regulations of an appropriate statutory Commission shall be made only in consultation with and, with the concurrence of such statutory Commission.

JASPAL S. SANDHU, Secy.

[ADVT. III/4/Exty./113/14]

University Grants Commission
(Recognition and Monitoring of Assessment & Accreditation Agencies)
Regulations, 2018.

New Delhi, the 14th August, 2018

F. No. 1-19/2017(CPP-II), —

Preamble

Whereas University Grants Commission (UGC) is mandated to coordinate and determine the standards of higher education in universities;

Whereas assessment and accreditation through transparent and informed external review process are the effective means of quality determination and assurance;

Whereas mandatory assessment and accreditation would also enable the higher education system in the country to become a part of the global quality assurance system;

Whereas the existing capacity for accreditation is found to be inadequate to meet the requirements of the higher educational institutions, calling for augmentation of the capacity by allowing more accreditation agencies to come into this sphere of activity;

Therefore, in exercise of the powers conferred by clause (j) of Section 12 read with clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956 and in supersession of the earlier notification Gazetted on 17 July, 2014 the University Grants Commission hereby makes the following regulations:-

1. Short title, application and commencement –

- (1) These regulations shall be called the University Grants Commission (Recognition and Monitoring of Assessment & Accreditation Agencies) Regulations, 2018.
- (2) These regulations shall apply to all Assessment and Accreditation Agencies (AAA) engaged in the assessment and accreditation of higher educational institutions (HEIs) and/or programmes conducted therein, other than the higher educational institutions engaged mainly in agricultural education and research, in the country.
- (3) These regulations shall come into force from the date of their notification in the Official Gazette.

2. Definitions -

In these regulations, unless the context otherwise requires—

- (a) “Academic quality” means the quality of teaching, learning and research and consequently their contribution to enhancement of knowledge and includes physical infrastructure, human resources (including faculty), administration, course curricula, admission and assessment procedures and governance structures, of the higher educational institution and includes standards as laid down by the appropriate statutory regulatory authority;
- (b) “Accreditation” means the process of quality assurance in Higher Education Institutions, whereby, as a result of evaluation or assessment or by any other scientific method followed by accreditation agencies, an HEI or programme(s) conducted therein is recognised as conforming to benchmarked parameters of academic quality;
- (c) “Accreditation Advisory Council” means the Council appointed by the UGC under clause 4.1 of these regulations;

Regulations pertaining to Accreditation of HEIs:

- (d) “Articles of Association” means articles of association of a company as defined in Section 2(5) of the Companies Act, 2013
- (e) “Assessment” means the process involved in ascertaining or verifying the capabilities of an HEI in terms of the academic outcomes, physical infrastructure, human resources (including faculty), administration, course curricula, admission and student evaluation procedures and governance structure prior to the commencement of its academic programmes through objective parameters;
- (f) “Assessment and Accreditation Agency” means an agency registered under clause 5 of these regulations and includes the National Assessment and Accreditation Council (NAAC) and National Board of Accreditation (NBA);
- (g) “Certificate of registration” means the certificate of registration of an assessment and accreditation agency granted under Clause 5 of these Regulations;
- (h) “Code of ethics” includes integrity, objectivity, professional competence, professional conduct, avoidance of conflict of interest, transparency and information disclosure and such other ethical principles as may be specified in these regulations;
- (i) “Commission” means the University Grants Commission as defined in the University Grants Commission Act 1956;
- (j) “Distance education systems” means the open and distance education systems as specified by the Commission in the regulations for Open and Distance Education;
- (k) “Government agency” shall mean any entity or institution which is owned and funded by Central or State Government.
- (l) “Higher Educational Institution” means an institution of learning including a University, an Institution Deemed to be University, a College, an institution of national importance declared as such by an Act of Parliament, or a constituent unit of such institution, which is imparting (whether through conduct of regular classes or distance education systems) higher education beyond twelve years of schooling leading to the award of a degree or diploma;
- (m) “Instrument of Trust” means, in case of a Trust, such instrument as defined under section 3 of the Indian Trusts Act, 1882;
- (n) “Memorandum of Association” means, in case of a company, such memorandum as defined under sub-section (28) of section 2 of the Companies Act, 2013, or in case of a society, such memorandum as specified under section 2 of the Societies Registration Act, 1860;
- (o) “Programme” means programme of a study leading to the award of a diploma or a degree at graduate and post-graduate level in a Higher Educational Institution;
- (p) “Semi Government agency” shall mean an entity or institution, formed by a Government agency with majority stake in a partnership with a private entity which has at least five years of experience in accreditation process, with the exclusive purpose of meeting the objectives of these Regulations;
- (q) “Technical Education Programmes” means programmes of education, research and training in the areas namely engineering and technology, architecture, town planning, management, pharmacy, applied arts and crafts, hotel management and catering technology, computer applications, and such other programmes or areas as the Central Government may, in consultation with the Commission, by notification in the official gazette, declare.

- (r) “University” means a university established or incorporated by or under a Central Act, a Provincial Act or a State Act, and includes an Institution Deemed to be University; Words and expressions used and not defined in these regulations but defined in the University Grants Commission Act, 1956 and not inconsistent with these regulations shall have the meanings respectively assigned to them in that Act.

3. Objectives

- 3.1 To lay down a framework for mandatory assessment and accreditation of Higher Educational Institutions and/or programmes including Technical Education Programmes conducted therein, allowing setting up of Assessment and Accrediting Agencies (AAAs) by Government or Semi Government agencies, apart from the existing accreditation institutions namely National Assessment and Accreditation Council (NAAC) and the National Board of Accreditation (NBA).
- 3.2. To lay down procedures and criteria for registration of AAAs .
- 3.3 To regulate AAAs through an independent but accountable institutional mechanism.

4. Setting up of an Accreditation Advisory Council by Commission for Regulation of AAAs

- 4.1. To advise the Commission on functions referred at 4.3 below, the Commission shall appoint an Accreditation Advisory Council (AAC) comprising up to 10 members who shall be distinguished academicians, experts in the field of higher education, assessment and accreditation. Initially, Members of the AAC shall be identified and recommended by a Committee appointed by the Ministry of Human Resource Development through a well defined credible transparent and merit based process.
- 4.2 The AAC shall follow a transparent and merit-based process of selection of AAAs and make recommendation to the Commission for registration. The Commission shall thereupon notify the AAAs.
- 4.3 Commission in consultation with the AAC shall, subject to the provisions of these regulations and of those made under any law for the time being in force by the appropriate statutory regulatory authority, take measures to develop and regulate the process of assessment and accreditation of Higher Educational Institutions (HEIs) and programme(s) conducted therein., and to monitor the functioning of AAAs.
- 4.4 Without prejudice to the generality of the foregoing provisions, the measures referred to in sub-clause(1) of clause (3), may, inter alia, provide for all or any of the following matters, namely:—
- (a) regulate AAAs (registration of the assessment and accreditation agencies);
 - (b) lay down norms and processes for assessment and accreditation of academic quality in HEI(s) or of programme(s) including Technical Education Programmes conducted therein, by AAAs;
 - (c) undertake periodical review of norms and policies referred to in sub-clause mentioned above at (b);
 - (d) lay down a code of ethics;
 - (e) undertake audit of AAAs, disclosure of information and evolving of transparency in the processes of assessment and accreditation;
 - (f) lay down policies for providing information to the public in regard to all aspects of quality and performance of HEI(s) and programme(s) conducted therein;
 - (g) determine levying of fees or other charges for carrying out assessment and accreditation under these Regulations;

Regulations pertaining to Accreditation of HEIs:

- (h) advise the Central Government or any State Government or the appropriate statutory regulatory authority on any policy matter concerning assessment and accreditation which may be referred to it;
- (i) monitor adherence to such norms, guidelines and standards of academic quality, as may be specified under any law for the time being in force by the appropriate statutory regulatory authority in HEIs;
- (j) perform such other functions as may be prescribed by Commission.

5. Registration of Assessment and Accreditation Agencies

5.1. No AAA shall, except under and in accordance with the conditions of a certificate of registration obtained from the Commission and in accordance with rules and regulations made by it, undertake assessment and accreditation of any HEI(s) or any programme(s) conducted therein:

5.2 (1) Every application for registration as an AAA by a Government or Semi-Government entity shall be made to the Commission in such form and manner as specified in sub-clause (2) below and accompanied by such other documents and on payment of such fees as may be further specified by the Commission through a public notification.

Provided further, that agencies set up by or under any law for the time being in force such as NAAC, NBA shall stand recognized for the purposes of these Regulations.

- (2) Every application under sub-clause(1) shall be submitted by a Government or Semi Government agency in a form specified by the Commission through a public notification and shall be accompanied by the following, namely:—
- (a) duly certified copy of memorandum of association/articles of association or the instrument of trust if the applicant is a registered Society/Company or a Trust respectively, in which the main function shall be to conduct assessment and accreditation of academic institutions;
 - (b) details of members of the authorities of the Society/Company/Trust;
 - (c) details of infrastructure and employees of the applicant;
 - (d) details of demonstrable capabilities and experience in higher education consulting and quality enhancement and experience in authentication or assessment in higher education undertaken/ expertise available with it;
 - (e) a detailed mechanism for detecting any potential conflict of interest between the applicant or its employees or experts and an HEI;
 - (f) a credible mechanism for transparency in respect of the financial status and financial dealings of the applicant;
 - (g) a reliable public information disclosure policy for assessment and accreditation of any Higher Educational Institution or any programme(s) conducted therein;
 - (h) complete processes and procedures to be followed by the applicant in the assessment and accreditation of any Higher Educational Institution or any programme conducted therein;
 - (i) option by the AAA to get empanelled as an accrediting agency to carry out Institutional level and / or programme level accreditation.
 - (j) such other documents as may be specified by a public notification by the Commission.

- 5.3 No application for grant of a certificate of registration shall be considered by the Commission unless the applicant satisfies the following conditions, namely:—
- the applicant shall be-
- (i) A Government or Semi-Government agency and
 - (ii) Registered as a Company u/s 8 of the Companies Act, 2013 or a society formed and registered under the Societies Registration Act, 1860 or a Trust formed under the Indian Trusts Act 1882 or any other law for the time being in force.
- 5.4 (1) The Commission shall issue a public notice calling for applications, within the time period as specified therein, from eligible Government or Semi-Government agencies for registration as AAAs
- (2) All the eligible applications received within the stipulated period shall be sent by the Commission to the AAC for assessment and advice.
- (3) The AAC shall, within thirty days after receipt of applications, shall conduct a detailed evaluation of the suitability and competency of each of the applicants and send advice to the Commission.
- 5.5 (1) The Commission shall, within a period of thirty days from the receipt of recommendation by AAC shall, —
- (a) issue a certificate of registration as an AAA, on such terms and conditions as may be specified in such certificate, subject to the provisions of these Regulations; or
 - (b) reject the application for reasons to be recorded in writing;
Provided that no application shall be rejected unless the applicant has been given a reasonable opportunity of being heard.
- (2) The Commission shall, while issuing a certificate of registration, also approve the procedures and conditions for assessment and accreditation specified by the AAA as such or with modifications as it may deem fit.
- (3) The procedures and conditions approved under sub-clause (2) shall be considered as an integral part of the certificate of registration which shall not be modified or altered without the approval of the Commission.
- (4) The Commission may, if it so deems fit, in the certificate of registration granted to an AAA, limit the area to a regional level and/or to specific discipline of the programmes for which such assessment and accreditation agency may exercise its duties and responsibilities of assessment and accreditation.
- (5) A certificate of registration shall be valid for a period of two years unless such certificate is revoked earlier. Subsequent recognition renewal will be every three years.
- 5.6 (1) A certificate of registration granted may, on an application made by the AAA, be renewed by the Commission, after obtaining advice of AAC regarding the performance of such AAA, and on payment of such fees as may be specified by Commission.
- (2) No application for renewal of the certificate of registration made under sub-clause(1) shall be rejected unless the applicant has been given a reasonable opportunity of being heard in the matter.
- 5.7 No AAA shall, without the prior approval of the Commission, effect any change in its ownership, or governing body or board of trustees, or the memorandum of association or articles of association or the instrument of trust.

- 5.8 The Commission may, in the public interest or for ensuring advancement of academic quality, on an application of the AAA or otherwise, make such alterations and amendments in the terms and conditions of the certificate of registration as it thinks fit, in accordance with such procedure as may be specified by it through a public notification.
- 5.9 (1) If the Commission, on a complaint or otherwise, and after making such enquiry as it deems fit, is satisfied that public interest so requires, it may revoke the certificate of registration in any of the following cases, namely:—
- (a) where the AAA, in the opinion of the Commission, makes willful or continuous default in any act of commission or omission as required by these regulations;
 - (b) where the AAA commits breach of any of the terms or conditions of the certificate of registration which is expressly declared by such certificate of registration to render it liable for revocation;
 - (c) where the AAA fails, within the period fixed in this behalf by its certificate of registration, or any longer period which the Commission may have granted thereof, to show, to the satisfaction of the Commission, that it is in a position to discharge the duties and obligations fully and efficiently imposed on it by its certificate of registration;
 - (d) where in the opinion of the Commission the financial position of the AAA is such that it is unable fully and efficiently to discharge the duties and obligations imposed on it by its certificate of registration;
 - (e) the AAA has ceased to exist.
- (2) No certificate of registration shall be revoked under sub-clause(1) unless the Commission has given to the AAA not less than thirty days notice, in writing, stating the grounds on which it is proposed to revoke the certificate of registration, and has considered any cause shown by the AAA within the period of that notice, against the proposed revocation.
- (3) Where in its opinion the public interest so requires or for ensuring the advancement of academic quality, the Commission may, on conclusion of the enquiry under sub-clause(I), suspend the certificate of registration granted to the AAA till such time as a decision on the revocation of such certificate of registration or otherwise is taken by the Commission.
- (4) Where the Commission revokes a certificate of registration under this clause, it shall serve an order of revocation upon the AAA and fix a date on which the revocation shall take effect; and such revocation shall be without prejudice to the action which may be taken against it in under any other law for the time being in force.
- (5) The Commission may, instead of revoking a certificate of registration under subsection (1), permit it to remain in force subject to such further terms and conditions as it thinks fit to impose, and any further terms or conditions so imposed shall be binding upon and be observed by the AAA and shall be of like force and effect as if they were contained in the certificate of registration.
- (6) The Commission shall publish on its website any action initiated under this clause and the final decision on the revocation of the certificate of registration or otherwise together with all documents and reasons for such decision.
- (7) Where the certification of any AAA has been revoked under sub-clause(4) on grounds referred to in sub-clause (1), the Commission shall, within a period of sixty days from the date of such revocation, conduct an audit of all the Higher

Educational Institution accredited by such agency within a period of one year before the date of such revocation.

- (8) The Commission shall, while suspending or revoking a certificate of registration, take, or cause to be taken, such measures which may be necessary to protect the interests of students.

6. Duties and Obligations of Assessment & Accreditation Agencies

- 6.1 (1) While undertaking assessment and accreditation of an HEI or programme(s) conducted therein, the AAA shall have regard to following principles in discharging its obligations for the advancement of knowledge, namely:—
- (a) advancement of academic quality;
 - (b) enabling uniform reference of standards of academic quality in any class or classes of higher educational institutions or any programme(s) including Technical Education Programmes conducted therein;
 - (c) informing stakeholders (including students and employers) about the quality of the Higher Educational Institution or any programme(s) conducted therein;
 - (d) rendering assistance to Higher Educational Institutions in managing and enhancing their academic quality and work towards the development of explicit intended learning outcomes;
 - (e) adherence to such other principles for advancement of knowledge which may evolve from time to time.
- (2) The AAA shall, while undertaking assessment or accreditation of Higher Educational Institutions or any programme(s) including Technical Education Programmes conducted therein, base their assessment on verifiable and objective criteria and follow the standards in respect of academic quality specified by the Commission.
- (3) Every AAA shall abide by the code of ethics as laid down by the Commission.
- 6.2 (1) Every AAA shall assess or accredit Higher Educational Institution or programme(s) including Technical Education Programmes conducted therein on an application made to it by such institution in such form and manner, and on payment of such fees as may be specified by the Commission through a public notification, and within ninety days from the date of such application.
- (2) The assessment or accreditation of Higher Educational Institution or a programme(s) conducted therein shall be done, based on data on performance parameters which are to be publicly disclosed, at such intervals and after such periods as are specified in the UGC (Mandatory Assessment and Accreditation) Regulations, 2012.
- (3) The AAA shall, while undertaking assessment or accreditation of a Higher Educational Institution or programme(s) in such institution, provide an opportunity to the stakeholders in the higher educational institution, including students and employees, to submit their views on matters of academic quality.
- (4) The AAA shall give a reasonable opportunity to the Higher Educational Institution to file suggestions or objections, if any, on the draft assessment or accreditation prepared by it and shall take note of such suggestions or objections, if any, while finalizing the assessment or accreditation of such institution or any programme(s) conducted therein.

Regulations pertaining to Accreditation of HEIs:

- (5) The AAA shall publish on its website the assessment or accreditation undertaken together with all documents and reasons for such assessment or accreditation.
 - (6) The AAA shall furnish to the Commission at such time and in such form and manner as may be specified by the Commission in a public notification or as the Commission may direct, such returns and statements and such particulars in regard to assessment or accreditation of higher educational institutions by such agency, as the Commission may, from time to time, require.
 - (7) Without prejudice to the provisions of sub-clause (), the AAA shall, within a period of ninety days after the end of each financial year, submit to the Commission a report along with audited statement of accounts in such form, as may be specified by the Commission in a public notification, giving a true and full account of its activities, policy and programmes in regard to accreditation of higher educational institutions by such agency during the previous financial year.
- 7. The accounts of AAA would be subject to C&AG audit.**
- 8. Funding**
 - 8.1 The Accreditation Advisory Council (AAC) shall examine the quantum of fees to be levied by the Assessment and Accreditation Agencies and recommend to the Commission for approval.
 - 8.2 The Commission shall create a mechanism wherein every Higher Educational Institution would be charged a fee that would be collected in a Central Pool to create a fund; to avoid a direct link between a Higher Educational Institution and an accreditation agency.
 - 8.3 The Commission, shall thereafter, authorize the remission of such fees payable from the Central Corpus to the respective AAAs
- 9. Allocation of an accrediting agency for accreditation**
 - (1) The Higher Educational Institution shall give three choices of the AAA at the time of submission of application.
 - (2) The AAC shall have the final decision to allocate an AAA for a Higher Educational Institution considering all the relevant factors and the decision of AAC will be binding on the Higher Educational Institution and the AAA concerned.
- 10. Grievance Redressal Mechanism**
 - 10.1 Any person aggrieved by the assessment or accreditation decided by any AAA under these Regulations, may submit grievance to the Commission for withdrawal of such assessment or accreditation or its modification.
 - 10.2 The Commission shall take a decision on grievance received within ninety days after affording the AAA reasonable opportunity of being heard and after due consultation with the AAC.
- 11. Penalties**
 - 11.1 If an AAA resorts to corrupt or unlawful practices, or is found to have given accreditation without due process, or has given rating based on extraneous considerations, such AAA can be debarred from further accreditation work by the AAC, apart from withdrawal of registration.

Provided that such an order shall be passed only after serving a notice on the AAA concerned, and after giving an opportunity for the AAA to explain the charges levelled in the notice.

- 11.2. If an AAA fails to comply with the obligations referred to in sub-clause 6.1 (1) and the adherence to the code of ethics referred to in sub-clause 6.1(3), without prejudice to any penalty which may be imposed under the University Grants Commission Act, 1956, it shall be liable to pay such compensation, to the HEI for any loss or damages suffered by such institution, as may be determined by a Court of Law.
- 11.3 The Commission shall publish the name and address of the erring AAA in the Public Domain.
- 11.4 Any AAA, which contravenes-
- (a) any provision of these regulations or any notification made thereunder; or
 - (b) the standards specified under any law for the time being in force by the appropriate statutory regulatory authority; or
 - (c) the terms and conditions specified in the certificate of registration shall, without prejudice to proceeding for prosecution under the provisions of these regulations or any other law for the time being in force, be liable to a penalty as per the provisions of the University Grants Commission Act, 1956.
- 11.3 If any person provides any information or produces any document under these regulations or under any notification made thereunder, or delivers an account or statement which is false, and which he either knows or believes to be false, or does not believe to be true, he shall be liable for being prosecuted in a Court of Law by the University Grants Commission.
- 11.4 If any HEI furnishes false or misleading information or tries to influence the AAA in whatever way to obtain a higher grade or assessment, it shall be liable to be de-notified from the Section 2(f) and 12B of UGC Act, 1956 and stoppage of/or withdrawal of UGC grants, if any. Similarly a Deemed to be University shall be liable for de-notification of its status as a Deemed to be University under Section 3 of the University Grants Commission Act, 1956.

12. Removal of difficulties

If any difficulty arises in giving effect to the provisions of these regulations, the Commission may, by order published in the Official Gazette, make such provisions not inconsistent with the provisions of these regulations as appear to it to be necessary or expedient for removal of the difficulties;

Provided that, no such order shall be made after the expiry of a period of two years from the date of the commencement of these regulations;

Provided further that, an order providing for the removal of a difficulty arising due to overlap or conflict with regulations of any other appropriate statutory authority shall be passed only in consultation with and, with the concurrence of such statutory authority.

Prof. RAJNISH JAIN, Secy.

[ADVT.-III/4/Exty./191/18]

**University Grants Commission
(Regulation of Admission and Fees in Private Non-aided Professional
Institutions) Regulations, 1997.**

Notification

No.F.1-22/93 (CCP-2)

October, 1997

Whereas the University Grants Commission is satisfied that it is necessary to regulate admission and levy of fees in private unaided professional educational institutions; self-financing deemed universities and joint venture universities in public interest :

Now, therefore, in exercise of powers conferred by clause (i) of sub-section (1) of Section 26, read with sub-section (2) of Section 12-A of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission, with the previous approval of the Central Government and after consultation with the Universities concerned, hereby makes the following regulations, namely :-

1. Short title and commencement.- (1) These regulations may be called the University Grants Commission (Regulation of Admission and Fees in Private Non-aided Professional Institutions) Regulations, 1997.
(2) They shall come into force on the date of their publication in the Official Gazette.
2. Applicability. - These regulations shall apply to:
 - (a) colleges affiliated to the Universities and operating on no grant-in-aid basis;
 - (b) institutions deemed to be universities under Section 3 of the Act, if such institutions operate on self-financing basis without receiving maintenance grants from the Central Government, any State Government or any statutory body under their control and disbursing grants;
 - (c) universities not receiving grant-in-aid from the Central Government or any State Government or any grant disbursing statutory bodies of such Governments for the maintenance or development expenditure of such universities; and
 - (d) universities established as a joint venture between a private trust or society and a State Government.
3. Definitions. - In these regulations, unless the context otherwise requires :-
 - (a) "Act" means the University Grants Commission Act, 1956 (3 of 1956);
 - (b) "appropriate authority" means the Central Government, a State the Commission, a University or other authority which under any law for the time being in force, is competent to grant permission to establish, or to grant recognition to, a professional educational institution.
 - (c) "Commission" means the University Grants Commission established under Section 4;
 - (d) "Committee" means the Standing Committee of the Commission or the State Level Committee, as the case may be;
 - (e) "competent authority" means the University Grants Commission, the Central Government, a State Government or a University or any other authority, as may be designated by the Commission to determine the fees or scales of fees payable by students and the allotment of students for admission to various professional institutions;
 - (f) "Fees-", in relation to payment seats or free seats means all the institutional fees including tuition fee and development fee;

- (g) “Free Seats” means the seats on which the fee payable by a student seeking admission, to and prosecution, of a course of study at a level corresponding to the fees as specified for the Government colleges and institutions in the concerned State of Union Territory in respect of similar courses of study;
 - (h) “Institution” means a college affiliated to a University or approved or recognized by Government or any competent statutory body, including the All India Council for Technical Education, Dental Council of India, Medical Council of India and National Council for Teacher Education, established or incorporated by, or under, a Central Act or State Act, and includes an institution deemed to be a University declared by the Central Government on the recommendation of Commission under Section 3 and all institutions recognised by the Commission under clause (f) of Section 2 and imparting education;
 - (i) “NRI” means a Non-Resident Indian and the expression “non-resident” has the same meaning as assigned to it under the Income Tax Act, 1961 (43 of 1961);
 - (j) “professional institution” includes any private unaided institution imparting education in Social Work, Home Science, Library Science, Education, Computer Science, Commerce, Law and the like and includes such other institution to which these regulations are made applicable by the Commission;
 - (k) “Payment Seats” means seats other than Free Seats and for which fee payable by a student seeking admission, to and prosecution of a course of study shall not exceed the limits specified under these regulations;
 - (l) “section” means a section of the Act; and
 - (m) “student” includes a person seeking admission in a course of study.
4. Admission. - (1) No student other than a student who fulfils the requirements of the University Grants Commission (the minimum standards of instructions for the grant of first degree through formal education in the faculties of Arts, Humanities Fine Arts, Music, Social Sciences, Commerce and Sciences) Regulations, 1985, shall be eligible for admission to a first degree course or to a post-graduate level professional course of study.
- (2) Without the previous permission of the appropriate authority, no institution shall start a new or higher professional course of study.
 - (3) The competent authority shall call for applications for admission to the seats available in any academic year in the institutions.
 - (4) The competent authority shall advertise in at least three leading newspapers out of which one shall be in a local vernacular language, the number of seats available for admission institution-wise, the fees to be charged for the duration of the course separately for both Free Seats and Payment Seats, and the procedure and schedule for admission.
 - (5) At the time of inviting applications for admission in any course of study the competent authority shall fix a last date for the allotment of Free Seats.
 - (6) The competent authority shall issue a brochure containing the application form for admission, full particulars of the courses, number of seats available names of the professional institutions and their location, the fees chargeable by each professional institution, the minimum eligibility conditions for admission and such other particulars as may be deemed necessary by the competent authority.
 - (7) The application form for admission issued by the competent authority shall contain a column wherein an applicant shall indicate the order of preferences, whether he wishes to be admitted against a Free Seat or a Payment Seat, or both, as well as the preference of institutions, in case of more than one institution is offering the same course.

Regulations pertaining to Admission and Fee Structure:

- (8) In case the admission to a course of study is given on the basis of results of a common entrance examination, the competent authority shall prepare a merit list of candidates from amongst the successful candidates based on their merit position.
 - (9) Where the admission to a course of study is not based on a common entrance examination, admission shall be given to the course of study on the basis of such other criteria as may be determined by the competent authority:
Provided that no such criteria as has not been notified by the competent authority shall be applied by him.
 - (10) The result of the entrance examination, if any, held shall be published in at least three leading newspapers, one of which shall be in local vernacular language and shall also be displayed on the notice boards of the concerned institution(s).
 - (11)
 - (i) At least 50 per cent of the seats in every professional institution shall be Free Seats and the remaining 50 per cent be Payment Seats.
 - (ii) The criteria of eligibility and other conditions shall be the same in respect of both Free seats and payment seats except that the higher fee is to be paid for Payment Seats.
 - (iii) The management of a professional institution shall not be entitled to impose any additional eligibility criteria or conditions for admission either to Free Seats or Payment Seats.
 - (12) After the Free Seats are filled within the specified time, a further date shall be fixed by the competent authority giving time to the candidates who opt to be admitted against the Payment Seats.
 - (13)
 - (i) The competent authority shall also prepare and publish a waiting list of candidates along with the marks obtained by them in the entrance examination.
 - (ii) After the allotment of the last seat is made, the waiting list shall be operated for filling any casual vacancies or drop-out vacancies. These vacancies shall be filled until such date, as may be notified by the competent authority.
 - (iii) The competent authority shall decide a cut-off date beyond which no one shall be admitted so as to ensure that a student does not miss a good part of the syllabus of the semester or term.
5. Constitution of Committees for fixation of fees payable. - (1) The fees for: -
- (a) professional institutions affiliated to Central Universities;
 - (b) any professional institutions which are deemed to be Universities;
 - (c) Universities not receiving grant-in-aid from the Central Government or any State Government or any grant disbursing statutory bodies of such Governments for the maintenance or development expenditure of such Universities; and
 - (d) Universities established as a joint venture between a private trust or society and a State Government.
- (2) The Standing Committee referred to in sub-regulation (1) shall consist of:
- (a) A Member of the Commission-Chairperson;
 - (b)
 - (i) One Vice-Chancellor to be nominated by the Commission-Member;
 - (ii) Three experts, one each in Economics, Cost Accountancy and Institutional Finance, to be nominated by the Commission-Members;
 - (iii) One Expert in the subject area-Member;

Regulations pertaining to Admission and Fee Structure:

- (iv) In case a deemed university conducts courses of study such as technical education, medical education and teacher education of which there is a statutory council, for example, the All India Council for Technical Education, Medical Council of India, Dental Council of India and the National Council for Teacher Education, a nominee of such Council-Member.
 - (v) Secretary in charge of Higher, Technical or Medical education (depending on the field of specialization of the institution) of the concerned State Government or his nominee who is not below the rank of Deputy Secretary to the Government of India may be co-opted as a member for the purposes only of determining the fee structure for deemed universities in the State concerned;
 - (vi) An officer of the Commission not below the rank of Additional Secretary-Member Secretary.
- (3) (i) The fees in professional institutions affiliated to State Government Universities shall be determined by the Committee called the State Level Committee;
- (ii) The State Level Committee which may be constituted in every State by the Commission shall consist of:-
- (a) Vice-Chancellor of one of the Universities in the State nominated by the State Government concerned - Chairperson;
 - (b) Secretary in charge of Higher Education of the State Government concerned - Member.
 - (c) Secretary of the Finance Department of the State Government concerned - Member.
 - (d) Three experts, one each in Institutional Finance, Cost Accountancy and Economics to be nominated by the Commission - Members;
 - (e) A Finance Officer of one of the Universities to be nominated by the State Government - Member; and
 - (f) Director in charge of Higher or Collegiate Education of the State Government concerned - Member-Secretary.
6. Procedure to be adopted by the Committees. - (1) Secretarial assistance to the Standing Committee of the Commission shall be given by the Secretariat of the Commission.
- (2) Secretarial assistance to the State Level Committee shall be given by the Directorate of Higher Education of the State Government concerned.
- (3) The term of office of the Members of the Standing Committee constituted under sub-rule (1), and the State Level Committee constituted under sub-rule (2), of Rule 5, other than the ex-officio Members shall be three years.
- (4) The Standing Committee and the State Level Committee shall review the fee structure at an interval of three academic years.
- (5) (i) Subject to provisions of these regulations, the Committee are free to advice their own procedure. The procedure shall, however, compulsorily include giving opportunity to the institutions concerned to furnish such material as they may consider relevant.
- (ii) The Committee shall also have power to call for such information and details as they may consider relevant for fixation of fees.

Regulations pertaining to Admission and Fee Structure:

- (iii) For the purpose of carrying out its functions effectively the Committees shall lay down a time bound 'action-calendar' and 'dead-lines' for compliance by the institutions concerned and for completing tasks of the Committees.
 - (6) The Committees may determine different rates or scales of fees for different classes of institutions, if a classification is justified on intelligible and objective criteria. In particular, the Committees shall be free to fix different rates for institutions located in rural areas and urban areas.
 - (7) The Commission may at any time call for information and clarification from the Committees and the Committees shall be bound to furnish such information or clarification.
 - (8) While determining the fee chargeable, it shall be the duty of the Committees to ensure that the fees does not become a source of profit or commercialisation for the institutions concerned.
7. Procedure for determining fees.- - (1) (i) Fees or the scales of fees once prescribed under these regulations shall be valid for a period of three years.
- (ii) The fees when revised shall be applicable only to new entrants.
- (2) (i) A professional institution shall submit to the Commission at least six months before the advertisement for admission, authentic data on the basis of which the tuition and other fees are to be determined.
- (ii) The concerned Committee may seek any data or clarification from the concerned professional institutions and may also allow the institution to supplement or modify the data submitted by it originally.
 - (iii) While deciding the fee structure for Free Seats, Payment Seats and NRI, Foreign students, the concerned Committee shall, take into consideration, the parameters which affect the cost, the total expenditure of the institution for running the professional course as computed on the basis of audited statements of the previous two years and reasonable projected estimation for the next three years.
 - (iv) The fees to be charged shall have two broad categories, namely, tuition fee and development fee.
 - (v) The management of the institution may realise the actual cost of board and lodging from the students subject to the relevant Committee being satisfied about the reasonableness of such costs.
 - (vi) The tuition fee shall be to meet the actual cost of imparting education.
 - (vii) While assessing a fair tuition, fee, the Committee shall take into account the following, namely :-
 - (a) Salary and allowances including bonus, if admissible, payable to teaching and non-teaching employees;
 - (b) expenditure on administrative services;
 - (c) cost of maintenance of laboratories including consumables;
 - (d) contingent expenditure including statutory requirements like audit fee, and the like;
 - (e) cost of acquisition of books and journals for libraries;
 - (f) maintenance of buildings and other assets including rents and tariffs; and any other recurring expenditure to be determined by the competent authority, from time to time.

- (viii) Having due regard to the parameters mentioned in this sub-regulation, suitable rates may be fixed for holders of Free Seats, Payment Seats and NRI, Foreign students.
- (3) (i) The Commission shall specify norms relating to staffing and scales of expenditure for other items wherever such norms have not been laid down till the date of commencement of these regulations.
- (ii) In case the Commission finds it difficult to lay down specific quantified norms, the relevant Committee shall satisfy themselves about adequacy and the reasonableness of the expenditure involved.
- (iii) While specifying the norms, the Commission shall ensure that the projected expenditure does not become a source of profit to the management of the professional institutions.

Note.- As the scheme laid down by the Supreme Court of India in *Unnikrishnan J.P. v. State of Andhra Pradesh* (1993) 1 SCC 645: A.I.R. 1993 S.C. 2178) prohibits commercialization of education and profit making, it shall not be open to the institutions concerned to claim any return on investments. This may, however, not come in the way of the institutions immobilizing resources for the replacement and upgradation of assets. Further, while earning returns on the investment would not be permissible as per the judgment and order of the Supreme Court of India in *Unnikrishnan J.P. v. State of Andhra Pradesh* [(1993) 1 S.C.C. 645: A.I.R 1993 SC 2178)], the Court had, left the question of recovering investment on the Central Government and the statutory bodies. It is, therefore, considered desirable that the development fee could provide for an element of partial capital cost recovery to the Management (but not a return on investment) and to serve as a resource for upkeep and replacement.

- (4) (i) The Commission shall at an interval of three years determine the development fee and different rates of development fee may be specified for students of Free Seats, Payment Seats and Foreign, NRI seats.
- (ii) The development fee may be at flat rates.
- (iii) Based on intelligible and objective criteria, the Commission may classify the institutions into different categories for the purpose of prescribing different slabs or rates of development fees.
- (iv) While determining the rates of development fees, the Commission shall take into account the views and suggestions of the private professional institutions, the State Governments and interested members of the general public.
- (5) No management of a professional institution shall, in the first ten, years of its establishment, appropriate more than fifty per cent of the proceeds of the development fee levied or the actual capital cost, whichever is lower, for the recovery of the capital cost. The remaining amount shall be utilized for upgradation and replacement in the said first ten years and, thereafter, the entire proceeds may be utilized for upgradation and replacement purposes.
- (6) The Commission shall communicate the approved rates of development fee chargeable by the professional institutions to the Committee well in advance so as to enable them to suitably incorporate such rates in their notification.

Regulations pertaining to Admission and Fee Structure:

8. Admission of students. - (1) Admission in institutions under the management of minority shall be regulated as under
- (a) 50 per cent of the seats in professional institutions established and administered by a minority shall be filled on the basis of merit list prepared by the competent authority. Out of these 50 per cent seats, half shall be Free Seats and the other half shall be Payment Seats.
 - (b) The remaining 50 per cent of seats shall be filled by the management of the institution from amongst the candidates belonging to the concerned minority community out of which half shall be Free Seats and other half shall be Payment Seats.
Explanation.- For the purposes of this clause, Payment Seats shall include seats for Foreign, NRI students.
 - (c) After completing the admission, each minority professional institution shall submit to the competent authority, the concerned University and the concerned State Government, a statement containing full particulars of the students admitted against 50 per cent seats filled up by the management from amongst the candidates belonging to the concerned minority.
- (2) Private Professional Institutions shall be permitted to admit the NRI, foreign students up to a maximum of 5 per cent of the total sanctioned intake capacity to be determined from time to time by the competent authority for each academic year. This percentage shall be out of Payment Seats. The NRI, foreign students shall be admitted on the basis of the merit. But in view of the difference in their backgrounds the competent authority of the professional institution concerned may judge the merit of these candidates, having regard to all the relevant factors.
- (3) (i) There shall be no quota of seats for the management or for any family, caste or community which had established the professional institution.
- (ii) The competent authority may, at its discretion, fill any seat which may remain unfilled in five per cent NRI quota in any academic year.
- (iii) The fees chargeable from the students admitted under this sub-regulation shall be the same as chargeable for the students admitted against Payment Seats and not against the NRI seats.
- (4) It shall be open to the private professional institutions to provide for reservation in seats for constitutionally permissible classes of candidates such as the Scheduled Castes, the Scheduled Tribes, other backward classes and others under intimation to the affiliating University. Such reservations, if any made, shall be notified to the competent authority and the appropriate authority at least one month prior to the issuance of the notification calling for applications for admission to such category of professional institutions. In such cases, the competent authority shall allot students, keeping in view the reservations provided by a professional institution. The rule of merit shall be followed even in such reserved categories.
9. Interpretation. - (1) If any question arises as to the interpretation of these regulations, it shall be decided by the Commission.
- (2) The Commission shall have the power to issue clarifications to remove any doubt which may arise in regard to the implementation of these regulations.
10. Maintenance of account of fees. - (1) Every Institution shall maintain two separate accounts, namely, the Maintenance Accounts and the Development Accounts.

Regulations pertaining to Admission and Fee Structure:

- (2) (i) The proceeds of tuition fee and cost recoveries of boarding and lodging charges and other miscellaneous fees shall be credited to the maintenance accounts.
 - (ii) The maintenance accounts shall be kept in two parts, namely, (a) the pay and allowances, and (b) the other expenditure.
 - (iii) All recurring expenditure shall be met from the maintenance account and brought to account in the part relating to pay and allowances, or as the case may be, under the other expenditure.
 - (c) At least half of the proceeds of development fee shall be credited to the development account in the first ten years of establishment of the institution, after which this Account (Development Account) will receive the entire proceeds of this fee, miscellaneous receipts of the institution would also be credited to the same account. The proceeds of this fee would be utilized for the procurement of equipment, books and journals and the acquisition of assets. The management may debit expenditure on improvement of faculty to this account.
 - (d) The accounts of the professional institutions shall be audited every year to ensure that the financial management conforms to the broad framework of these regulations and the guidelines issued by the Commission from time to time.
11. Other procedural matters connected with levy of fees. - (1)(i) Fees once fixed shall be valid for a period of three years.
- (ii) Fee may be payable in advance for a semester.
 - (iii) Each Committee shall notify in the month of December every year, for general information, the total fee payable per semester for the next year, in three newspapers having circulation in the State concerned. Every year, the Committee shall fix the fees applicable for the third year.
- (2) While fixing the fees, every year, the Committee shall take into account the unspent balance, if any, in the maintenance and development accounts of the concerned professional institutions.
- (3) No professional institution shall:
- (i) levy any fee exceeding the fee notified under these regulations;
 - (ii) fail to maintain accounts required to be maintained as per the provisions of these regulations or the guidelines issued by the Commission.

University Grants Commission
(Admission to specified professional programmes) Interim Regulations, 2003.

26th December, 2003

In pursuance of the Judgment on August 14, 2003 of the 5 Judge Bench of the Supreme Court in the case of Islamic Academy of Education and Ors. V. State of Karnataka and Ors. read with Majority Judgment on October 31, 2002 of 11 Judge Constitution Bench of the Supreme Court in the case of TMA Pai Foundation and Ors. V. State of Karnataka and Ors. and with a view to avoiding mental, physical and financial burden on students due to multiplicity of entrance examination(s), and in exercise of the powers conferred by clause (g) of sub section (1) of Section 26 of the University Grants Commission Act, 1956 (No.3 of 1956), and in partial supersession of Interim Policy Regulations No.F.1-6/2003 (CPP-II) dated 10th June, 2003, the University Grants Commission (UGC) makes the following Interim Regulations for admission to specified professional programmes in the country during the year 2004-2005.

1. Short title, application and commencement:

- (1) These Regulations may be called the University Grants Commission (Admission to specified professional programmes) Interim Regulations, 2003.
- (2) They shall apply to every university established or incorporated by or under a Central Act, a Provincial Act or a State Act, including all institutions recognized by/ or affiliated to them and every Institution deemed to be University under Section 3 of the UGC Act, 1956 conducting specified professional programmes.
- (3) They shall come into force for all admissions to the specified programmes during the year 2004-2005.

2. Definitions

In it In these Regulations unless the context otherwise requires:-

- 2.1. **“Institution”** means every university established or incorporated by or under a Central Act, a Provincial Act or a State Act, including all institutions recognized by or affiliated to them and every Institution deemed to be University under Section 3 of the UGC Act, 1956.
- 2.2. **“Competent Authority”** means:
 - (i) The Commission or its designated agency in relation to the Central Universities, deemed universities, universities set up by a private trust or a society on its own or under Section 25 of the Companies Act or under a Central legislation, or universities set up as a joint venture between the Central Government and a private trust or society or company, and private professional educational institutions affiliated to or recognized by such or other Central universities;
 - (ii) The State / Union Territory Government or its designated agency in relation to State Universities, universities set up by a private trust or a society on its own or under Section 25 of the Companies Act or under a State / Union Territory legislation, or universities set up as a joint venture between the State / Union Territory Government and a private trust or society or company, and professional educational institutions within the State affiliated to or recognized by such or other State universities.

3. Common Entrance Examination(s)

The admissions to specified professional programmes in the country for the year 2004-2005 shall be made on the basis of merit determined through common entrance examination(s) as enumerated below:-

3.1. All India Common Entrance Examination(s)

These examinations shall be for all the Institutions that are presently admitting all their students or certain percentage of them on an All India basis.

3.1.1. Entrance Examination for admissions to undergraduate programmes in Engineering, Architecture & Planning and Pharmacy

Admissions on All India basis to the undergraduate programmes in Engineering, Architecture & Planning and Pharmacy in all Institutions in the country shall be made through an All India Engineering, Architecture & Planning and Pharmacy Entrance Examination (AIEEE) conducted by the Central Board of Secondary Education (CBSE). The AIEEE shall, however, not be applicable for admissions to Indian Institute of Technologies, Indian School of Mines (Dhanbad) and Institute of Technology (Banaras Hindu University) that are admitting students on the basis of Joint Entrance Examination conducted by the Indian Institute of Technologies.

3.1.2. Entrance Examination for admissions to Master in Business Administration/ Postgraduate Diploma in Management (or equivalent) programmes

Admissions to MBA/PGDM or equivalent programmes shall be through one of the five (5) national entrance examination(s), namely CAT (conducted by IIMs), JMET (conducted by IITs), MAT (conducted by AIMA), ATMA (conducted by AIMS) and XAT (conducted by XLRI). All institutions admitting students on All India basis will have to opt for one of these exams and announce it in their prospectus.

3.1.3. Entrance Examination for admissions to Master of Computer Application programmes Admissions to the MCA or equivalent programmes in all institutions in the country on an All India basis shall be made through an All India MCA Common Entrance Test (AIMCAET) conducted by IIT, Roorkee.

3.2. State Level Common Entrance Examination(s)

All States shall hold their own common entrance examinations for admissions to Institutions within their States for students to be admitted against the State quota. These examinations shall be restricted to admission of students from within the State only. However, admission of all students by those States which do not conduct their own entrance examination shall be made using the merit determined by the relevant All India Common Entrance Examination.

- 4.** Admissions under the existing approved quotas shall be made strictly on the basis of inter-se merit in the relevant common entrance examination followed by counseling as prescribed.

5. Management Quota

Management quota / seats in private unaided self-financing institutions shall be filled either by the Common Entrance Examination as above or through a Common Entrance Examination conducted by an approved agency (including an Association of all colleges of a particular type in the State). This option for filling up management quota / seats shall be exercised by the institutions before issue of prospectus and intimated to the Competent Authority.

Regulations pertaining to Admission and Fee Structure:

6. After the admission process is over, all Institutions shall submit to the Competent Authority the list of students admitted, along with their ranks obtained in the Common Entrance Examination by the students, the fees collected and all such particulars and details as may be required by the Competent Authority.

7. **Penalty**

If it is found that any student has been admitted de hors merit, penalty shall be imposed on that Institution as per the provisions contained in the UGC Act and in appropriate cases recognition / affiliation may also be withdrawn.

(Prof. Ved Prakash)
Secretary

University Grants Commission
(Admission To Specified Professional Programmes) (1st Amendment) Interim
Regulation, 2003

May 24, 2004

In pursuance of the Judgment on August 14, 2003 of the 3 Judge Bench of the Supreme Court in the case of Islamic Academy of Education and V. State of Karnataka and Ors. read with Majority Judgment on October 31, 2002 of 11 Judge Constitution Bench of the Supreme Court in the case of TMA Pai Foundation and Ors. V. State of Karnataka and Ors. And with a view to avoiding mental, physical and financial burden on student due to multiplicity of entrance examination(s), and in exercise of the power conferred by clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1958 (No.3 of 1958), and in partial supersession Interim Policy Regulations No.F.1-8/2003 (CPP-II) dated 10th June, 2003 the University Grants Commission (UGC) makes the following Regulations for amend the UGC Interim Regulations for admission to specified professional programmes in the country during the year 2004-2005, namely.

1. Short title, application and commencement:

- (1) These Regulations may be called the University Grants Commission (Admission to specified professional programmes) (1st Amendment) Interim Regulations, 2003.
- (2) They shall apply to every university established or Incorporated by or under a Central Act, a Provincial Act or a State Act, including all institutions recognized by or affiliated to them and every Institution deemed to be University under Section 3 of the UGC Act, 1958 conducting specified professional programmes.
- (3) They shall come into force for all admissions to the specified programmes during the year 2004-2005.

In the UGC (Admission to Specified Professional programmes) Interim Regulation, 2003, the following line shall be added in the end of para 5: Management Quota.

6. “The management quota for the specified professional programmes in self-financing deemed university shall be 18%.”

(Prof. Ved Prakash)
Secretary

University Grants Commission
(Regulations for Admission and Fee Structure in Private Aided & Unaided Professional Educational Institutions) Regulations, 2004.

(In supersession of Regulations No.F.1-22/93 (CPP-II) dated October, 1997, and in partial supersession of Interim Policy Regulations No. F.1-6/2003 (CPP-II) dated 10.06.2003 and UGC (Admission to Specified Professional Programmes) Interim Regulations No.1-6/2003 (CPP-II) dated 17.12.2003.

Whereas the University Grants Commission (UGC) is satisfied that it is necessary in public interest to regulate admission and levy of fees in Private Aided and Unaided Professional Educational Institutions, including Deemed Universities and joint-venture Universities;

Now, therefore, in exercise of powers conferred by clauses (g) and (i) of sub-section (1) of Section 26, read with sub-section (2) of Section 12-A, of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely:

1. Short title and Commencement

- 1.1. These Regulations may be called the University Grants Commission (Regulations for Admission and Fee Structure in Private Aided & Unaided Professional Educational Institutions) Regulations, 2004.
- 1.2. They shall come into force on the date of their publication in the Official Gazette.

2. Definitions

In these Regulations, unless the context otherwise requires:

- 2.1 “Act” means the University Grants Commission Act, 1956 as amended from time to time;
- 2.2 “Admission Monitoring Committee” means the ‘National Admission Monitoring Committee’ constituted by the Commission, or the “State Admission Monitoring Committee” constituted by the concerned State / Union Territory Government to oversee the admissions including the CET, counseling and selection of candidates.
- 2.3 “Aided Institution” means an institution (university/ deemed university / college/ institute/ organization) receiving support from the Central/ State / Union Territory Government, or any grant disbursing statutory body of such governments, whether in the form of financial grant, or in the form of land, subsidized land, subsidized leased land or building, or any other facility given at a concessionary rate to the institution;
- 2.4 “Candidate” means a person seeking admission to a professional programme of study;
- 2.5 “CET” means Common Entrance Test conducted by or on behalf of the Commission / Central / State / Union Territory Government;
- 2.6 “Commission” means the University Grants Commission established under Section 4 of the Act;
- 2.7 “Competent Authority” means:
 - (I) The Commission in relation to the deemed universities, universities set up by a private trust or a society on its own or under Section 25 of the Companies Act or under a Central legislation or as a joint venture between the Central Government and a private trust or society or company, as also private professional educational institutions affiliated to or recognized by such or other Central universities;

- (II) The State / Union Territory Government in relation to universities set up by a private trust or a society on its own or under Section 25 of the Companies Act or under a State / Union Territory legislation or as a joint venture between the State / Union Territory Government and a private trust or society or company, as also private professional educational institutions within the State/ Union Territory affiliated to or recognized by such or other State universities;
- 2.8 “Fees” means all the institutional fees;
- 2.9 “Fee Structure Committee” means the “National Fee Structure Committee” constituted by the Commission or the “State Fee Structure Committee” constituted by the concerned State / Union Territory Government to fix and regulate the fee structure for the professional programme(s) of study offered by the private professional educational institutions;
- 2.10 “Private Professional Educational Institution” means a university/ deemed university / college/ institute/ organization established and maintained by a private trust or a society or under Section 25 of the Companies Act, approved / recognized by the concerned statutory body for imparting education at the degree and/or post-graduate degree/ diploma level in professional programme(s) of study;
- 2.11. “Professional Programme(s) of Study” means programmes of courses in specific discipline(s) leading to a degree or post- graduate degree / diploma as specified by the Commission from time to time;
- 2.12. “Student“ means a person admitted to and pursuing a professional programme of study;
- 2.13. “Unaided Institution” means an institution which is run without any support from the Central Government, State / Union Territory Government, or any grant disbursing statutory body of such governments, whether in the form of financial grant, or in the form of land, subsidized land, subsidized leased land or building, or any other facility given at a concessionary rate to the institution.

3. Applicability

These Regulations shall apply to;

- 3.1. Private Aided and Unaided Deemed to be Universities offering professional programme(s) of study.
- 3.2. Private Aided and Unaided Professional Educational Institutions, including universities, established by a private trust or society on its own or under Section 25 of the Companies Act or as a joint venture between a private trust or society or company and the Central / State / Union Territory Government.

Note:For the sake of brevity, all such educational institutions and universities shall hereinafter be referred to as “Professional Institution(s)” and all “Professional Programme(s) of Study” shall hereinafter be referred to as “programme(s)”

4. Admission

- 4.1 The Competent Authority shall issue, as and when it deems necessary, guidelines for allotment of seats for admission to various Professional Institutions for different programme(s), and for determining the fees or scales of fees payable by the students thereof, and prescribe the procedure for merit based selection of candidates in the Professional Institutions, in consultation with the concerned statutory professional bodies.

Regulations pertaining to Admission and Fee Structure:

- 4.2 The Competent Authority shall prescribe in advance the number of sanctioned seats and the ratio thereof in the Professional Institutions among the following categories:
 - 4.2.1 Candidates who are eligible for admission on the basis of their inter-se merit determined through the CET followed by counseling conducted by the concerned agency of the Central/State/Union Territory Government under the general category (here-in-after referred to as “Government General Quota”);
 - 4.2.2 candidates who are eligible for admission on the basis of their inter-se merit determined through the CET followed by counseling conducted by the concerned agency of the Central/ State/Union Territory Government and who are eligible for reservation in admission as per the existing law/ policy (here-in-after referred to as “Government Reserved Quota”);
 - 4.2.3 Candidates who are eligible for admission on the basis of inter-se merit in the CET but followed by counseling conducted by the Professional Institution itself (here-in-after referred to as “Institutional Quota”);
 - 4.2.4 Candidates who are eligible for admission and may be admitted by the management of a Professional Institution itself through any rational and transparent method of selection (here-in-after referred to as “Management Quota”);
- 4.3 The Competent Authority shall fix the percentage of seats for the above four categories in such a way that the total seats for the first two categories taken together shall be at least 75% of the sanctioned seats in case of unaided non-minority Professional Institutions and at least 85% in case of aided non-minority Professional Institutions. In respect of aided and unaided minority Professional Institutions, the total seats under categories 4.2.3 and 4.2.4 taken together shall be a maximum of 50% of the total number of sanctioned seats.
- 4.4 The Competent Authority shall notify the percentage of non- minority and minority candidates to be admitted to private aided and unaided minority Professional Institutions, (if necessary, different percentages in case of aided and unaided ones), as also the percentage of seats reserved for the weaker sections of society within the non-minority segment of seats, keeping in view the population and educational needs of the minority group concerned in the area, the type of programme(s) and all other relevant factors so as to balance the interests of all concerned.
- 4.5 All reserved quotas shall be out of the percentage of seats allocated under categories 4.2.1. and 4.2.2. taken together and not out of the percentage of seats allocated under categories 4.2.3 and 4.2.4. taken together.
- 4.6. The Competent Authority or its designated agency concerned shall
 - 4.6.1 Issue a general advertisement regarding admission to Professional Institutions in at least three leading newspapers, out of which one shall be in the local language, indicating the procedure and schedule for admission.
 - 4.6.2 issue a brochure containing the application form for admission; names of Professional Institutions and their locations; full particulars of the programme(s) offered; number of sanctioned seats available institution-wise, quota-wise, and programme-wise; the respective fees chargeable by each Professional Institution; the minimum eligibility criteria and conditions for admission; procedure and schedule for admission and such other particulars as may be deemed necessary.

- 4.6.3 Invite applications for admission in respect of seats under the Government General Quota and Government Reserved Quota. The Professional Institution concerned shall invite applications for admission in respect of seats under the Institutional Quota and the Management Quota.
- 4.7. The application form for admission issued by the Competent Authority concerned shall contain a specific column requiring the applicant to indicate the order of preference of the Professional Institutions, in case the same programme in which he/she is interested is being offered by more than one Professional Institution.
- 4.8. The Competent Authority concerned shall
- 4.8.1 Decide the agency to conduct the CET on its behalf; and
- 4.8.2 Decide the concerned counseling agency.
- 4.8.3 Appoint “Admission Monitoring Committee”, which shall ensure that the CET is conducted in a fair and transparent manner for which it shall have the power to call for the question paper(s), to know the names of paper setters and examiners and check the method adopted to ensure that papers are not leaked.
- 4.8.4 fix the last date by which all admissions in the Professional Institutions shall be completed, and inform the Professional Institutions accordingly.
- 4.9 The designated agency for conducting the CET shall prepare a merit list of successful candidates, depending upon their inter-se merit in the CET.
- 4.10. The designated agency for counseling shall;
- 4.10.1 publish at least in three newspapers, one of which shall be in the local language, the date, time and venue for counseling of candidates as also send this information to the concerned Professional Institution who shall display them on their notice board;
- 4.10.2 prepare a merit list for admission based on the CET, counseling and other relevant criteria such as reservation and preference of the candidates for Professional Institutions.
- 4.11. The Competent Authority concerned or its designated agency shall publish the merit list for admission so prepared in at least three leading newspapers, one of which shall be in the local language, and shall also send it to the concerned Professional Institution(s) who shall display them on their notice board. Wherever possible, the merit list may also be made available on websites/Internet.
- 4.12. The Competent Authority concerned or its designated agency shall make the selection for admission to all seats, except for the Institutional Quota and Management Quota, in private non- minority Professional Institutions, including the reserved seats as per the reservation policy of the Central/ State / Union Territory Government concerned, as per the merit list for admission.
- 4.13 The Competent Authority concerned or its designated agency shall make the selection for admission to all seats, including the reserved seats as per the reservation policy of the Central / State / Union Territory Government, except for the seats under the Institutional Quota and the Management Quota, in private minority Professional Institutions as per the inter-se merit of the minority and non-minority candidates in the merit list this information in accordance with the percentage fixed for them by the Competent Authority concerned. In the event of non- availability of adequate number of candidates for the minority segment of seats, the seats shall be offered to the rest of the candidates in order of their inter-se merit in the merit list.

Regulations pertaining to Admission and Fee Structure:

- 4.14 In respect of seats under the “Institutional Quota” the Professional Institution shall have sufficient discretion to select and admit candidates from the list of those who have passed the CET and have applied for admission to it, provided the Professional Institution shall follow a rational and transparent method of counseling. Under this category, the minority Professional Institution shall have the discretion to consider candidates belonging to the minority group concerned based on the inter-se merit in the CET. However, in the event of non-availability of adequate number of such candidates from the concerned minority group, the vacant seats shall be filled up from the list of other candidates based on the inter-se merit in the CET and counseling.
- 4.15. In respect of seats under the “Management Quota” the management of the Professional Institutions concerned shall follow rational and transparent criteria of selection, without compromising on the minimum eligibility requirements laid down by the Commission or other statutory bodies concerned. For this purpose, the management shall prepare and publish merit list on the basis of such other criteria as may be determined by it, provided that no such criterion as has not been notified by the Commission or other statutory bodies concerned shall be applied by the management.
- 4.16. In respect of unaided Professional Institutions which are universities/ deemed to be universities, admission of candidates shall be on an all India basis without any domicile restriction.
- 4.17. The Professional Institutions shall admit only those candidates who fulfill the eligibility criteria and conditions prescribed by the Commission and other statutory bodies concerned from time to time, and shall not deviate from them under any circumstances.
- 4.18. No Professional Institution shall admit any candidate after the last date for admission fixed by the Competent Authority under any circumstances even if there are unfilled seats.
- 4.19 The Professional Institutions shall submit to the Competent Authority concerned the list of candidates admitted along with their rank numbers, the total fees collected and all such particulars as may be required by the Competent Authority within 15 days after the admissions are completed.

5. Fees Structure

- 5.1 No Professional Institution shall charge directly or indirectly capitation fee in any form whatsoever.
- 5.2. The Competent Authority concerned shall constitute the Fee Structure Committees to fix and regulate the fees to be charged by the Professional Institutions. The primary function of the Committees shall be to determine the reasonableness of the fees chargeable by each Professional Institution. In doing so, the Committees shall take into account such social aspects as SCs, STs, OBCs, rural, economically weaker sections, the population of minorities in the area and their educational needs, and all other relevant factors, including the suggestions of the managements. The amount of fees chargeable per seat by each Professional Institution shall be determined by taking into account the average cost of imparting education per seat on the basis of the principles for calculation of the same laid down by the UGC guidelines and instructions, if any, issued from time to time and providing for a reasonable surplus over the average cost per seat which would be sufficient for the purpose of development of facilities for quality education and for expansion of the Professional Institution.

Regulations pertaining to Admission and Fee Structure:

- 5.3. The Fee Structure Committee concerned shall fix the actual fees chargeable from the students in private aided and unaided Professional Institutions, except in respect of seats under the “institutional Quota” and the “Management Quota”, in the manner mentioned above and the same shall be included in the admission brochure.
- 5.4. In respect of seats under the “Institutional Quota” and the “Management Quota” in aided and unaided Professional Institutions, the respective Professional Institution shall place before the Fee Structure Committee concerned, at least six months in advance of the next academic year, their proposed fee structure for seats under these two categories of quota along with all relevant documents and books of accounts. The Committee shall then decide whether the fees proposed by the Professional Institution are justified and are not a means for profiteering or charging capitation fee. The Committee shall either approve the proposed fees, or fix on its own some other amount of fees, which can be charged by the Professional Institution concerned. The particulars of fees so fixed shall be included in the admission brochure.
- 5.5. While assessing and fixing the fees to be charged, the Fee Structure Committee concerned shall take into account the following, namely:
 - 5.5.1 salary and allowances including bonus, if admissible, payable to teaching and non-teaching staff;
 - 5.5.2 expenditure on administrative services;
 - 5.5.3 cost of maintenance of laboratories including consumables,
 - 5.5.4 contingency expenditure including statutory requirements like audit fee and the like;
 - 5.5.5 cost of acquisition of books and journals for libraries
 - 5.5.6 maintenance of building(s) and other infrastructure facilities including rents and tariffs;
 - 5.5.7 Amortization of capital cost invested on the infrastructure facilities.
 - 5.5.8 Any other recurring expenditure to be determined by the competent Authority.
- 5.6. The Fee Structure Committee concerned shall communicate the fees fixed to the Professional institutions well in advance so as to enable them to suitably incorporate the information in their brochure/notification.
- 5.7. The Professional Institutions shall charge from the students only the prescribed fees. No other fees shall be collected by the Professional.
- 5.8. The Professional Institutions may, however, realize the actual cost of boarding and lodging from the students subject to the relevant Fee Structure Committee being satisfied about the reasonableness of such costs. No compulsion shall be made on the students to avail of the facilities of lodging, boarding, transport, books, etc. being provided by the Professional Institutions.
- 5.9. The Professional Institutions shall charge the prescribed fees only for one semester or at the most for one year at the time of admission.
- 5.10. The surplus, if any, which can be generated through fees shall be utilized only for the use of the Professional Institution concerned and shall not be diverted for any other purpose or used for personal gain or for any other business activity or enterprise.
- 5.11. The fees fixed by the Fee Structure Committee shall be valid for a period of three years. Any change in fees chargeable from the students on account of future revision of fees shall be applicable to the new entrants.

6. Composition of Committees.

- 6.1 The National Fee Structure Committee shall consist of
 - 6.1.1 A Member of the Commission nominated by the Chairman of the Commission, as Chairperson,
 - 6.1.2 One eminent educationist in the profession concerned, to be nominated by the Commission, as Member;
 - 6.1.3 One nominee of the statutory body concerned, if any, as Member;
 - 6.1.4 One expert in the field of Cost Accountancy or Institutional Finance, to be nominated by the Commission, as Member;
 - 6.1.5 An officer of the Commission not below the rank of Joint Secretary to be nominated by the Commission as Member secretary.
- 6.2 The Commission shall provide the Secretariat of the National Fee Structure Committee.
- 6.3 The National Admission Monitoring Committee shall consist of -
 - 6.3.1 A Member of the Commission, nominated by the Chairman of the Commission, as Chairperson;
 - 6.3.2 An eminent educationist, to be nominated by the Commission, as Member;
 - 6.3.3 One nominee of the statutory body concerned, if any, as Member;
 - 6.3.4 One expert in the concerned profession concerned to be nominated by the Commission, as Member;
 - 6.3.5 An officer of the Commission not below the rank of Joint Secretary, to be nominated by the Commission as Member- Secretary.
- 6.4 The Commission shall provide the Secretariat of the National Admission Monitoring Committee.
- 6.5 The State Fee Structure Committee shall consist of:
 - 6.5.1. A retired Vice-Chancellor or a retired Chairperson of a professional statutory body, nominated by the State / Union Territory Government, as Chairperson;
 - 6.5.2 One eminent educationist in the profession concerned, to be nominated by the State/ Union Territory Government, as Member;
 - 6.5.3 One nominee of the statutory body concerned, if any, as Member;
 - 6.5.4 One expert in the field of Cost Accountancy or Institutional Finance, to be nominated by the State/ Union Territory Government, as Member;
 - 6.5.5 An officer of the State/ Union Territory Government, not below the rank of Additional Secretary in-charge of Higher Education to be nominated by the State/ Union Territory Government, as Member-Secretary.
- 6.6. The State / Union Territory Government shall provide the Secretariat of the State Fee Structure Committee.
- 6.7. The State Admission Monitoring Committee shall consist of.-
 - 6.7.1 A retired Vice Chancellor or a retired Chairperson of a professional statutory body nominated by the State / Union Territory Government, as Chairperson;
 - 6.7.2 An eminent educationist to be nominated by the State/Union Territory Government, as a Member;

- 6.7.3 One nominee of the statutory body concerned, if any, as Member;
- 6.7.4 One expert in the profession concerned, to be nominated by the State/ Union Territory Government, as Member;
- 6.7.5 An officer of the State/ Union Territory Government not below the rank of Additional Secretary in-charge of Higher Education to be nominated by the State/ Union Territory Government, as Member-Secretary;
- 6.8. The State / Union Territory Government, shall provide the Secretariat of the State Admission Monitoring Committee
- 6.9. The Chairman and Members of the four Committees mentioned above, except the Ex-officio Members, shall hold office at the pleasure of the Commission / State/ Union Territory Government, for a period of three years from the date of notification of the Committees or till the constitution of new Committee(s), whichever is earlier.
- 7. Procedure to be adopted by the Committees.**
 - 7.1 Subject to the provisions of these Regulations, the Committees will be free to adopt their own procedure. The Committees shall give reasonable opportunity to the Professional Institutions concerned to furnish such material, as they may consider relevant.
 - 7.2 A Professional Institution shall submit to the Fee Structure Committee concerned its proposed fee structure in respect of the Institutional quota and the Management Quota giving authentic data, including all relevant documents and books of accounts, on the basis of which it proposes such fee structure at least six months before the advertisement for admission.
 - 7.3 The Fee Structure Committees shall have the power to call for such information and details, as they may consider relevant for determining the fee structure.
 - 7.4 The Fee Structure Committees may seek any clarification from the Professional Institution concerned and may also allow the Professional Institution to supplement the data already submitted.
 - 7.4.1 The Fee Structure Committees shall then decide whether the fees proposed by the Professional institutions are justified and the Professional Institutions are not profiteering and charging capitation fee.
 - 7.4.2 The Fee Structure Committees may approve the proposed fees or fix some other amount as fees, which can be charged by the Professional Institution(s),
 - 7.4.3 Once the fees is fixed by the Fee Structure Committee(s), the Professional Institution(s) cannot charge either directly or indirectly any other amount over and above the amount fixed as fees.
 - 7.5 The Fee Structure Committees may recommend different fees for different professional programmes and for different categories of Professional Institutions, provided it is based on intelligible, rational and objective criteria. In particular, the Committees shall be free to recommend different fees for Professional Institutions located in rural and other areas
 - 7.6 The Commission may specify common norms relating to staffing and scales of expenditure to be incurred by the Professional Institutions wherever such norms have not been laid down till the date of commencement of these Regulations.

Regulations pertaining to Admission and Fee Structure:

- 7.7 In case the Commission does not lay down any specific quantified norms, the relevant Fee Structure Committee may satisfy itself about the adequacy and reasonableness of the expenditure indicated by the Professional Institution for proposing the amount of fees and decides the amount of fees accordingly.
- 7.8 The Commission / State/ Union Territory Government may at any time call for any information or clarification from the Committees, which they shall be bound to furnish.

8. Maintenance of account of fees

- 8.1 Every Professional Institution shall maintain two separate accounts, namely, the Maintenance Account and the Development Account.
- 8.2 The proceeds of fees, except the component meant for the development of Professional Institution, land cost recoveries of boarding and lodging and other miscellaneous fees shall be credited to the Maintenance Account.
- 8.3 The Maintenance Account shall be kept in two parts; namely (a) pay and allowances, and (b) other expenditure.
- 8.4 All recurring expenditure shall be met from the Maintenance Account and brought to account in the part relating to pay and allowances, or to other expenditure, as the case may be.
- 8.5 The proceeds of the component of fees collected for the development of the Professional Institution shall be credited to the Development Account. Miscellaneous receipts of the Professional Institution shall also be credited to the same account.
- 8.6 In the first ten years of establishment of the Professional Institution, the Professional Institution may appropriate not more than 50 per cent of the amount in the Development Account, or the actual capital cost, whichever is lower, for amortization of the capital cost.
- 8.7 The entire receipts in the Development Account, except the 50 per cent mentioned in 8.6 above shall be utilized for procurement of equipment, books and journals, operation and maintenance of Computer Centre and acquisition of assets.
- 8.8 No Professional Institution shall fail to maintain accounts required to be maintained as per the provisions of these Regulations or the guidelines issued by the Commission.
- 8.9 The accounts of the Professional Institutions shall be audited every year by auditor (s) from the panel of auditors approved by the Competent Authority to ensure that the financial management conforms to these Regulations and the guidelines issued by the Commission from time to time.
- 8.10 The entire amount collected through fees shall be maintained in scheduled banks (or in any of the designated private banks) under a separate account to be operated only by the Head of the Professional Institution or by an authorized person. In no case the amount in the bank account shall be used for any bank guarantee or pledged against any loan by the management of the Professional Institution or for any other purpose not approved by the Competent Authority.

9. Penalty

- 9.1 In case a Professional institution does not comply with any of the provisions of these Regulations, the Commission / State / Union Territory Government shall have the power to impose penalty on the Professional Institution in the form of fine and /or withholding of grants and / or withdrawal of recognition / affiliation of the Professional Institution
- 9.2 In particular, if the Commission / State / Union Territory Government finds that a Professional Institution is guilty of admitting candidates de-hors merit, and / or has charged capitation fee or indulged in profiteering, the Commission / State/ Union Territory Government shall withdraw its recognition/ affiliation, in addition to imposing a suitable fine on it.

10. Interpretation

- 10.1 Any question as to the interpretation of these Regulations shall be decided by the Commission, whose decision shall be final in the matter.
- 10.2 The Commission shall have the power to issue clarifications to remove any doubt, difficulty or anomaly, which may arise in regard to the implementation of these Regulations

University Grants Commission
(Minimum Standards of Instruction for the Grant of the First Degree
through Formal Education in the faculty of Arts, Humanities, Fine arts,
Music, Social Sciences and Commerce) Regulations, 1985

25th November 1985

In exercise of the powers conferred by Clause (f) of subsection (1) of Section 26 of the University Grants Commission Act, 1956 (No. 3 of 1956), the University Grants Commission makes the following regulations namely:-

1. *Short title, application and commencement:*

1. These regulations may be called the University Grants Commission (the minimum standards of instructions for the grant of the first degree through formal education in the faculties of Arts, Humanities, Fine Arts, Music, Social Sciences, Commerce and Sciences) Regulations, 1985.
2. They shall apply to every university established or incorporated by or under a Central Act, Provincial Act or a State Act, and all institutions recognised under clause (f) of Section 2 of the University Grants Commission Act, 1956 and every Institution deemed to be University under Section 3 of the said Act.
3. They shall come into force on June 4, 1986.

2. *Admission/Students:*

1. No student shall be eligible for admission to the 1st Degree Course in these faculties unless he has successfully completed 12 years schooling through an examination conducted by a Board/University. The admission shall be made on merit on the basis of criteria notified by the institutions after taking into account the reservation order issued by the government from time to time.
2. Student enrolment shall be in accordance with the number of teachers and physical facilities available.
3. No student shall be eligible for the award of the first degree unless he has successfully completed a three year course; this degree may be called the B.A./B.Sc./B.Com. (General/Honours/Special) degree as the case may be:

Provided no student shall be eligible to seek admission to the Master's Course in these faculties, who has not successfully pursued the first Degree Course of three years duration. Provided further that, as a transitory measure where the universities are unable to change over to a three year degree course, they may award a B.A./ B.Sc./B.Com. (Pass) degree on successful completion of two year course, but that no student of this stream shall be eligible for admission to the Master's course unless he has undergone further one year bridge course and passed the same. The three year degree course after 10+2 stage should in no case be termed as B.A./B.Sc./B.Com. (Pass) degree.

3. *Working days*

1. Every University enrolling students for the 1st Degree Course shall ensure that the number of actual teaching days does not go below 180 in an academic year.

Explanation:

2. The working days shall exclude holidays and vacations, the time set apart for completing normal admission, time required for the preparation and conduct of examinations but shall include the days on which classes such as lectures, tutorials, seminars, practicals etc. are held or conducted.
3. The total periods provided in the timetable shall not be less than 40 clock hours a week. The timetable on working days shall be so drawn up that physical facilities are adequately utilized, and not used only for a few hours a day.
4. The University shall not only lay down the syllabus for each course but also the manner of its implementation, namely, through number of lectures, tutorials, laboratory sessions, seminars, field work, projects etc. Students shall be encouraged to study some part of the syllabus themselves and shall be given assignment. So as to make them use the library or laboratory etc.
5. When a student offers a combination of courses
 - i. It shall be ensured that the total weekly workload on the student is not more than 30 clock hours a week, thus enabling him to undertake some study at his own initiative or to prepare his tutorial, seminars etc:
 - ii. the total workload on a student shall also be adequate so as to keep him busy;
 - iii. lectures shall be supplemented by tutorials and/or problem solving session (which shall be around 25% of the lecture work load), term papers etc., so that a student derives maximum benefits from his programme of study.
6. Minimum number of lectures, tutorials, seminars, practicals etc. which a student shall be required to attend before eligible for appearing at the examinations shall be as prescribed by the University which on an average shall not be less than 75% of the total number of lectures, tutorials, seminars, practicals etc.

4. *Examination:*

1. The University shall adopt the guidelines issued by the University Grants Commission from time to time in regard to the conduct of examination.
2. There shall be both continuous sessional evaluation in addition to semester/yearend examinations. The marks or grades obtained in continuous sessional evaluation shall be shown separately in the gradecard alongwith percentile ranking. Each grade card shall indicate the name of the college from which the candidate appeared in the examination. Further more, the University shall develop a dependable system of checks and controls on marks or grades, awarded in sessional work.

Explanations:

Percentile rank refers to the percentage of all the examinees in the course who has the same or higher percentage of marks or grade in the examination.

3. The examination question papers shall be framed so as to ensure that no part of the syllabus is left out of study by a student.
4. No semester/year end examination shall be held unless the University is satisfied that atleast 75% of the course work indicated under subregulation 3(3) has actually been conducted.

5. *Teachers:*

1. No teacher shall be appointed who does not fulfil the minimum qualification prescribed for recruitments as per University Grants Commission (Qualifications required of a person to be appointed to the teaching staff of a University or other Institutions affiliated to it Regulations, 1982) notified under Section 26(i) (e) of the University Grants Commission Act, 1956.
2. Every teacher shall be available in the Institution on a working day during the period prescribed and shall in addition to participating in teaching as indicated in subregulation 3(3), undertake examination/ test/evaluation/ invigilation work, general assistance to students in removing their academic difficulties, and participate in extracurricular and institutional support activities as required.
3. The work load of a teacher shall take into account teaching, research and extension activities, preparation of lessons, evaluation of assignments, term papers etc. and shall be in accordance with the guidelines issued by the University Grants Commission from time to time.
Provided that the time spent on extension work where it forms an integral part of the course prescribed shall count towards the teaching load. Provided further that no teacher shall be expected to lecture for more than three clock hours per day.
4. The number of fulltime and/or parttime teachers shall be provided, keeping in view the total institutional workload as provided in subregulation 3(5), teachers workload in subregulation 5(3) and class size in subregulation 6(1) and 6(2)
5. The group for tutorials shall not normally be more than 15 or 20 students.
6. A teacher shall not be expected to supervise more than 2025 students in a laboratory class.

6. *Physical facilities:*

- i. Every University shall lay down norms in respect of class rooms, laboratories, library, canteen/cafeteria, hostel accommodation etc. and all institutions admitted to its privileges shall adhere to the same. The University while prescribing these facilities as a condition of affiliation shall keep in view the guidelines of the University Grants Commission in this regard.
- ii. The lecture classes shall normally not exceed 80 students, unless, in special cases, the University has accommodation for larger classes and makes suitable audiovisual arrangements for effective lecturing accompanied by tutorial classes.

Information:

Every University shall furnish to the University Grants Commission information relating to the observance of these Regulations in the form prescribed for the purpose. The information shall be supplied to the University Grants Commission within 60 days of the close of the academic year.

University Grants Commission
Minimum Standards of Instruction for the Grant of the First Degree
through Non-Formal/Distance Education in the faculty of Arts, Humanities,
Fine arts, Music, Social Sciences and Commerce) Regulations, 1985.

25th November 1985

No.F1117/83(CP) ?In exercise of the powers conferred by Clause (f) of subsection(1) of Section 26 of the University Grants Commission Act, 1956 (No. 3 of 1956), the University Grants Commission makes the following regulations, namely:-

1. *Short title, application and commencement:-*

1. These regulations may be called the University Grants Commission (the minimum standards of instructions for the grant of the first degree through nonformal/distance education in the faculties of Arts, Humanities, Fine Arts, Music, Social Sciences, Commerce and Sciences) Regulations, 1985.
2. They shall apply to every university established or incorporated by or under a Central Act, Provincial Act or of a Section 2 of the University Grants Commission Act, 1956 and every institution deemed to be University under Section 3 of the said Act.
3. They shall come into force on June 1, 1986.

2. *Admission/Students:*

1. No student shall be eligible for admission to the 1st Degree Course through nonformal/distance education unless he has successfully completed 12 years schooling through an examination conducted by a Board/University. In case there is no previous academic record, he shall be eligible for admission if he has passed an entrance test conducted by the University provided that he is not below the age of 21 years on July 1 of the year of admission.
2. No student shall be eligible for the award of the first degree unless he has successfully completed a three year course; this degree may be called the B.A./B.Sc./B.Com. (General Honours/Special) degree as the case may be.

Provided that no student shall be eligible to seek admission to the Master's Course in these faculties, who has not successfully pursued the first Degree Course of three years duration.

Provided further that, as a transitory measure where the universities are unable to change over to a three year degree course, they may award a B.A./B.Sc./B.Com. (Pass) degree on successful completion of two year course, but that no student of this stream shall be eligible for admission to the Master's course unless he has undergone a further one year bridge course and passed the same. The three year degree course after 10+2 stage should in no case be termed as B.A./B.Sc./B.Com. (Pass) degree.

3. *Programme of study:*

1. Each lesson shall constitute approximately one week's reading and there shall be at least 25 lessons in each main subject of study. The lessons shall be despatched to the student at regular intervals.
2. The University shall set up study centres (outside the headquarters) in areas where there is a reasonable concentration of students. Each study centre shall have adequate library facilities (text books, reference materials and lessons and supporting materials). They shall also have qualified parttime instruction/counselling staff to advise and assist the students in the studies and remove individual difficulties.

3. A contact programme of 810 days shall be organised in different places where there is a reasonably good number of students, to include lectures and discussions in support of the studies. Classes may be arranged on Sundays and other holidays at the headquarters.
 4. Adequate number of practicals shall be provided in all courses involving such work and if necessary, these may be arranged in the evening, during holidays or vacations in the existing institutions.
 5. Every student at the undergraduate level shall be required to do at least five home assignments in each subject which shall be made available to him at regular intervals, received back, corrected, graded and returned to the student at regular intervals. The University shall maintain a record of the progress of studies of each student.
 6. The minimum number of assignments performed by a student for each subject shall be 3 in order to be eligible for appearing in the examination in the concerned subject.
4. *Examination:*
1. The University shall adopt the guidelines issued by the University Grants Commission from time to time in regard to the conduct of examinations.
 2. There shall be home assignments, students response sheets, contact programmes and semester/year end examination. The marks or grades obtained in home assignment and response sheets shall be shown separately in the grade card alongwith percentile ranking. Further more, the University shall develop a dependable system of checks and controls on marks or grades awarded in home assignment and response sheets.

Explanations:

Percentile rank refers to the percentage of all the examinees in the course who had the same or higher percentage of marks or grade in the examination.

3. The examination question papers shall be framed so as to ensure that no part of the syllabus is left out of study by a student.
 4. No Semester/Yearend examination shall be held in a subject unless the University is satisfied that at least 75% of the programme of study indicated under subregulations 3, and 3(4) have been actually conducted.
5. *Teachers:*
1. No teacher shall be appointed who does not fulfil the minimum qualification prescribed for recruitment as per University Grants Commission (Qualification required of a person to be appointed to the teaching staff of a University or other Institutions affiliated to it Regulations, 1982 notified under Section 26(i) (e) of the University Grants Commission Act, 1956.
 2. Every teacher shall be available in the Institution on each working day during the period prescribed and shall perform such duties as specified under subregulations 5(4) and in addition undertake examination/test/ evaluation/invigilation work, general assistance to students in removing their academic difficulties and participate in extracurricular and institutional support activities as required.
 3. The work load of a teacher shall take into account teaching research and extension activities, preparation of lessons, evaluation of assignments, term papers etc. and shall be in accordance with the guidelines issued by the University Grants Commission from time to time for nonformal and distance education:

Provided that the time spent on extension work where it forms an integral part of the course prescribed shall count towards the teaching load.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

4. The workload of a teacher in Distance Education course shall include the following:
 - i. Preparing, editing writing, revising translating lessons and other reading materials and checking the academic content thereof:
 - ii. Teaching under personal contact programme as described in subregulation 3(3):
 - iii. Correction of student response sheets:
 - iv. Maintaining a record of work done by him termwise and submitting the same to the Institution:
 - v. Work during vacations to prepare reading materials, reading of proofs, etc.
 - vi. Such other work as may be assigned in connection with teaching or examination.
 5. The norms of workload for teachers at the undergraduate level shall be as prescribed in the guidelines issued by the University Grants Commission from time to time.
 6. The number of fulltime and parttime teachers shall be provided keeping in view:-
 - i. Programme of study as provided in subregulations 3(1) 3(2) 3(3) 3(4) 3(5), and 3(6).
 - ii. total institutional work load as provided in sub regulations 5(1),5(2) 5(3) 5(4) and 5(5) and
 - iii. total enrolment of students.
6. *Information:*
- Every University providing instruction through nonformal/ distance education shall furnish to the University Grants Commission information relating to the observance of these Regulations in the form prescribed for the purpose. The information shall be supplied to the University Grants Commission within 60 days of the close of the academic Year.

S.K. Khanna
Secretary

University Grants Commission
minimum standards of the first degree through formal education in
the faculties of the Arts. Humanities, Fine Arts, Music, Social Sciences,
Commerce and Sciences) Regulations 1985

Partial Modification of UGC Regulations, 1985 regarding the Minimum Standard of Instructions for the Grants Of First Degree (UGC Letter No.F.1-117/83(CPP) dated 30 May 1986)

30th May, 1986

F.1117/83(CPP) In partial modification of the Regulation notified under No.F.1117/83(CP) dated 25/11/1985, published in the Gazette of India (Part III Section 4) dated 14/12/1985, prescribing the UGC (the minimum standards of the first degree through formal education in the faculties of the Arts. Humanities, Fine Arts, Music, Social Sciences, Commerce and Sciences) Regulations 1985, the following clause shall be inserted below clause 7:-

“8- The University Grants Commission shall have right to grant relaxation to a University in regards to the date of implementation on or for admission to the first or second-degree courses or to give exemption for a specified period in regard to other clauses in the regulations on the merit of each case”.

F.1117/83(CPP) In partial modification of the Regulation notified under No.F.1117/83(CP) dated 25/11/1985, published in the Gazette of India (Part III Section 4) dated 14/12/1985, prescribing the UGC (the minimum standards of instruction for the grant of first degree through nonformal/ distance education in the faculties of the Arts. Humanities, Fine Arts, Music, Social Sciences, Commerce and Sciences) Regulations 1985, the following clause shall be inserted below clause 6:-

“7- The University Grants Commission shall have right to grant relaxation to a University in regards to the date of implementation on or for admission to the first or second-degree courses or to give exemption for a specified period in regard to other clauses in the regulations on the merit of each case”.

S.K. Khanna
Secretary

University Grants Commission
(Minimum Standards of Instruction for the Grant of the First Degree
through Formal Education) Regulations, 2003

In exercise of the powers conferred by clause (f) of sub-section (1) of Section 26 of the UGC Act 1956 (No. 3 of 1956), the University Grants Commission makes the following Regulations, namely:

1. Short title, application and commencement:
 - 1.1 These Regulations may be called the University Grants Commission (Minimum Standards of Instruction for the Grant of the First Degree through Formal Education) Regulations, 2003
 - 1.2 These shall apply to all universities established or incorporated by or under a Central Act, a Provincial Act, or a State/Union Territory Act, and all institutions recognized by or affiliated to such Universities and all institutions deemed to be universities under Section 3 of the UGC Act 1956.
 - 1.3 These shall come into force from the date of their publication in the official Gazette.
2. Admission:
 - 2.1 No student shall be eligible for admission to a first degree programme in any of the faculties unless he/she has successfully passed the examination conducted by a Board/University at the +2 level of schooling (either through formal schooling for 12 years, or through open school system) or its equivalent.
 - 2.2 The admission shall be made on merit on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government concerned from time to time.
 - 2.3 Student enrollment shall be in accordance with the academic and physical facilities available keeping in mind the norms regarding the student-teacher ratio, the teaching-non-teaching staff ratio, laboratory, library and such other facilities. The in-take capacity shall be determined at least six months in advance by the university/institution through its academic bodies in accordance with the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned so that the same could be suitably incorporated in the admission brochure for the information of all concerned.
 - 2.4 Depending upon the academic and physical facilities available in the institutions, the university may allow an institution to admit a certain number of students directly to the second year of a first degree programme, if the student has either (a) successfully completed the first year of the same programme in another institution, or (b) already successfully completed a first degree programme and is desirous of and academically capable of pursuing another first degree programme in an allied subject.
3. Teacher:
 - 3.1 No person shall be appointed to a teaching post if he/she does not fulfill the minimum qualifications prescribed for recruitment as per the Regulations in this regard notified from time to time under Section 26 (1)(e) of the UGC Act 1956.
 - 3.2 Every teacher shall participate in teaching, which may include any or all of the following: lectures, tutorials, laboratory sessions, seminars, fieldwork, projects and other such activities.

- 3.3 Every teacher shall also give general assistance to students in removing their academic difficulties; and participate in the invigilation and evaluation work connected with tests/ examinations; and take part in extra-curricular, co-curricular and institutional support activities as required.
- 3.4 The workload of a teacher shall take into account activities such as teaching, research and extension, preparation of lessons, evaluation of assignments and term papers, supervision of fieldwork as also guidance of project work done by the students. The time spent on extension work, if it forms an integral part of the prescribed course, shall count towards the teaching load. The total workload and the distribution of hours of workload for the various components shall be in accordance with the guidelines issued by the UGC and the other statutory bodies concerned in this regard from time to time.
4. Working Days:
 - 4.1 Every university enrolling students for the first degree programme shall ensure that the number of actual teaching days on which classes such as lectures, tutorials, seminars, and practicals are held or conducted is not less than 180 in an academic year, excluding holidays, vacations, time set apart for completing admissions and time required for conduct of examinations.
 - 4.2 The timetable on working days shall be so drawn up that the physical facilities are adequately utilized and not used only for a few hours in a day.
 - 4.3 The total periods provided for contact teaching shall not be less than 30 hours a week.
 - 4.4 The time provided for practicals, field work, library, utilization of computer and such other facilities, shall not be less than 10 hours a week.
5. Syllabus:
 - 5.1 Depending upon the curricular pattern, whether the university follows the annual system, the semester system or the trimester system, the entire syllabus of the programme shall be divided into suitable courses spread evenly for the duration of the programme.
 - 5.2 The university shall endeavour to introduce a cafeteria approach by working out the division of the entire syllabus of the programme into courses in such a manner that a student can choose the number of courses according to his/her requirements.
 - 5.3 The university shall not only lay down the syllabus for each course, but also the manner of its implementation, namely, through lectures, tutorials, laboratory sessions, seminars, field work, projects and such other activities.
 - 5.4 Depending upon its nature and level, a course may be assigned a certain number of credits. The credits assigned to the various courses shall also be indicated in the respective syllabuses. The system of credits shall be in accordance with the guidelines of the UGC and other statutory bodies concerned.
 - 5.5 The syllabus for each course shall also indicate the scheme of evaluation/ examination.
 - 5.6 The students shall be encouraged to study some part of the syllabus themselves and shall be given assignments, so as to make use of the library, laboratory, internet and such other faculty
 - 5.7 The total workload on a student shall also be adequate so as to provide him/her sufficient academic involvement
 - 5.8 The minimum number of lectures, tutorials, seminars and practicals which a student shall be required to attend for eligibility to appear at the examination shall be prescribed by the university, which ordinarily shall not be less than 75% of the total number of lectures, tutorials, seminars, practicals, and any other prescribed requirements.

6. Examination and Evaluation:

- 6.1 The university shall adopt the guidelines issued by the UGC and other statutory bodies concerned from time to time in respect of conduct of examinations.
- 6.2 The units of evaluation, namely, tests, seminars, presentations, class performance, field work, and the like and the weightage assigned to each of such units in respect of each course shall be determined by the appropriate academic body of the university, and shall be made known to the students at the beginning of the academic session of the year, the semester or the trimester, as the case may be.
- 6.3 The nature of final examination, whether written or oral or both, in respect of each course shall also be made known to the students at the beginning of the academic session.
- 6.4 There shall be continuous sessional evaluation in each course in addition to trimester/semester/year-end examinations, and the weightage for sessional evaluation and examination in respect of each course shall be prescribed by the appropriate academic body, and made known to the students at the beginning of the academic session.
- 6.5 If the university follows grading system, it shall work out and adopt a table of conversion of grades into percentages and vice-versa.
- 6.6 If the fieldwork or project work is prescribed as an integral part of a course, the weightage assigned to it should reflect the time spent on it.
- 6.7 The question papers for the examinations shall be set in such a manner as to ensure that they cover the entire syllabus of the concerned course.
- 6.8 The tests and examinations shall aim at evaluating not only the student's ability to recall information, which he/she had memorized, but also his/her understanding of the subject and ability to synthesize scattered bits of information into a meaningful whole. Some of the questions shall be analytical and invite original thinking or application of theory.
- 6.9 While the actual process of evaluation shall be confidential, the system of evaluation shall be sufficiently transparent, and a student may be given a photocopy of his/her answer paper, if requested as per procedure laid down in this regard.

7. Physical Facilities:

- 7.1 Every university shall lay down the norms in respect of classrooms, laboratories, library, sports and health facilities, hostel accommodation, canteen/ cafeteria and such other facilities. All the institutions admitted to its privileges shall adhere to the same. While prescribing the norms for such facilities as a condition for affiliation, the university shall keep in view the guidelines/norms issued by the UGC and other statutory bodies concerned.
- 7.2 The lecture classes shall normally have not more than 60 students, unless, in special cases, the institution has accommodation for larger classes and makes suitable audio-visual arrangements for effective lecturing accompanied by tutorial classes.
- 7.3 For tutorials, a group shall not ordinarily be more than 20 students.
- 7.4 For laboratory sessions, the size of a group shall depend upon the size of the laboratory, its type related to the specificity of the subject, the facilities available including the possibility or otherwise of controlling and supervising a number of students simultaneously through a central control panel, and such other devices. The ideal number of students for a normal laboratory session in subjects like Physics, Chemistry

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

and Biology is 15. The number for Computer lab, Language lab, etc. may be higher or lower, depending upon the factors referred to above.

7.5 The norms laid down by the concerned statutory body shall be followed in the case of laboratories in the professional courses.

8. Award of Degrees:

8.1 No student shall be eligible for the award of the first degree unless he/she has successfully completed a programme, of not less than three years duration and secured the minimum number of credits prescribed by the university for the award of the degree.

8.2 The degree to be awarded may be called the bachelor's degree in the respective discipline in accordance with nomenclature specified by the UGC under Section 22 (3) of the UGC Act.

9. Information:

Every university shall furnish to the UGC information relating to the observance of the provisions of these Regulations in the form prescribed for the purpose. The information shall be supplied to the UGC within 60 days of the close of the academic year.

(Prof. Ved Prakash)
Secretary

University Grants Commission
(Minimum Standards of Instruction for the Grant of the Master's Degree
through Formal Education) Regulations, 2003.

In exercise of the powers conferred by clause (f) of sub-section (1) of Section 26 of the UGC Act 1956 (No. 3 of 1956), the University Grants Commission makes the following Regulations, namely: Short title, application and commencement:

1. Short title, application and commencement:

- 1.1 These Regulations may be called the University Grants Commission (Minimum Standards of Instruction for the Grant of the Master's Degree through Formal Education) Regulations, 2003.
- 1.2 These shall apply to all universities established or incorporated by or under a Central Act, a Provincial Act, or a State/Union Territory Act, and all institutions recognized by or affiliated to such Universities and all institutions deemed to be universities under Section 3 of the UGC Act 1956.
- 1.3 These shall come into force from the date of their publication in the official Gazette.

2. Admission:

- 2.1 No student shall be eligible for admission to a Master's degree programme in any of the faculties unless he/she has successfully completed three years of an undergraduate degree or earned prescribed number of credits for an undergraduate degree, through the examinations conducted by a university/autonomous institution or possesses such qualifications as recognized by the concerned university as equivalent to an undergraduate degree.
- 2.2 In case of integrated Master's Degree Programmes of five or more years, no student shall be eligible for admission unless he/she has successfully passed the examination conducted by a board/university at the Plus Two level of schooling (either through formal schooling for 12 years or through open school system) recognized by the Central/State Government for this purpose or its equivalent.
- 2.3 The admission shall be made on merit on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government concerned from time to time.
- 2.4 Student enrollment shall be in accordance with the academic and physical facilities available keeping in mind the norms regarding the student-teacher ratio, the teaching-non-teaching staff ratio, laboratory, library and such other facilities. The in-take capacity shall be determined at least six months in advance by the university/institution through its academic bodies in accordance with the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned so that the same could be suitably incorporated in the admission brochure for the information of all concerned.
- 2.5 Depending upon the academic and physical facilities available in the institutions, the university may allow an institution to admit a certain number of students directly to the second year of a Master's degree programme, if the student has either (a) successfully completed the first year of the same programme in another institution, or (b) already successfully completed a Master's degree programme and is desirous of and academically capable of pursuing another Master's degree programme in an allied subject.

3. Teacher:

- 3.1 No person shall be appointed to a teaching post if he/she does not fulfill the minimum qualifications prescribed for recruitment as per the Regulations in this regard notified from time to time under Section 26 (1)(e) of the UGC Act 1956.
- 3.2 Every teacher shall participate in teaching, which may include any or all of the following: lectures, tutorials, laboratory sessions, seminars, fieldwork, projects and other such activities.
- 3.3 Every teacher shall also give general assistance to students in removing their academic difficulties; and participate in the invigilation and evaluation work connected with tests/ examinations; and take part in extra-curricular, co-curricular and institutional support activities as required.
- 3.4 The workload of a teacher shall take into account activities such as teaching, research and extension, preparation of lessons, evaluation of assignments and term papers, supervision of fieldwork as also guidance of project work done by the students. The time spent on extension work, if it forms an integral part of the prescribed course, shall count towards the teaching load. The total workload and the distribution of hours of workload for the various components shall be in accordance with the guidelines issued by the UGC and the other statutory bodies concerned in this regard from time to time.

4. Working Days:

- 4.1 Every university enrolling students for the first degree programme shall ensure that the number of actual teaching days on which classes such as lectures, tutorials, seminars, and practicals are held or conducted is not less than 180 in an academic year, excluding holidays, vacations, time set apart for completing admissions and time required for conduct of examinations.
- 4.2 The timetable on working days shall be so drawn up that the physical facilities are adequately utilized and not used only for a few hours in a day.
- 4.3 The total periods provided for contact teaching shall not be less than 30 hours a week.
- 4.4 The time provided for practicals, field work, library, utilization of computer and such other facilities, shall not be less than 10 hours a week.

5. Syllabus:

- 5.1 Depending upon the curricular pattern, whether the university follows the annual system, the semester system or the trimester system, the entire syllabus of the programme shall be divided into suitable courses spread evenly for the duration of the programme.
- 5.2 The university shall endeavour to introduce a cafeteria approach by working out the division of the entire syllabus of the programme into courses in such a manner that a student can choose the number of courses according to his/her requirements.
- 5.3 The university shall not only lay down the syllabus for each course, but also the manner of its implementation, namely, through lectures, tutorials, laboratory sessions, seminars, field work, projects and such other activities.
- 5.4 Depending upon its nature and level, a course may be assigned a certain number of credits. The credits assigned to the various courses shall also be indicated in the respective syllabuses. The system of credits shall be in accordance with the guidelines of the UGC and other statutory bodies concerned.
- 5.5 The syllabus for each course shall also indicate the scheme of evaluation/ examination.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- 5.6 The students shall be encouraged to study some part of the syllabus themselves and shall be given assignments, so as to make use of the library, laboratory, internet and such other faculty.
- 5.7 The total workload on a student shall also be adequate so as to provide him/her sufficient academic involvement.
- 5.8 The minimum number of lectures, tutorials, seminars and practicals which a student shall be required to attend for eligibility to appear at the examination shall be prescribed by the university, which ordinarily shall not be less than 75% of the total number of lectures, tutorials, seminars, practicals, and any other prescribed requirements.
6. Examination and Evaluation:
 - 6.1 The university shall adopt the guidelines issued by the UGC and other statutory bodies concerned from time to time in respect of conduct of examinations.
 - 6.2 The units of evaluation, namely, tests, seminars, presentations, class performance, field work, thesis and the like and the weightage assigned to each of such units in respect of each course shall be determined by the appropriate academic body of the university, and shall be made known to the students at the beginning of the academic session of the year, the semester or the trimester, as the case may be.
 - 6.3 The nature of final examination, whether written or oral or both, in respect of each course shall also be made known to the students at the beginning of the academic session.
 - 6.4 There shall be continuous sessional evaluation in each course in addition to trimester/semester/year-end examinations, and the weightage for sessional evaluation and examination in respect of each course shall be prescribed by the appropriate academic body, and made known to the students at the beginning of the academic session.
 - 6.5 If the university follows grading system, it shall work out and adopt a table of conversion of grades into percentages and vice-versa.
 - 6.6 If the fieldwork or project work is prescribed to be an integral part of a course, the weightage assigned to it should reflect the time spent on it.
 - 6.7 The question papers for the examinations shall be set in such a manner as to ensure that they cover the entire syllabus of the concerned course.
 - 6.8 The tests and examinations shall aim at evaluating not only the student's ability to recall information, which he/she had memorized, but also his/her understanding of the subject and ability to synthesize scattered bits of information into a meaningful whole. Some of the questions shall be analytical and invite original thinking or application of theory.
 - 6.9 While the actual process of evaluation shall be confidential, the system of evaluation shall be sufficiently transparent, and a student may be given a photocopy of his/her answer paper, if requested as per procedure laid down in this regard.
7. Physical Facilities:
 - 7.1 Every university shall lay down the norms in respect of classrooms, laboratories, library, sports and health facilities, hostel accommodation, canteen/ cafeteria and such other facilities. All the institutions admitted to its privileges shall adhere to the same. While prescribing the norms for such facilities as a condition for affiliation, the university shall keep in view the guidelines/norms issued by the UGC and other statutory bodies concerned.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- 7.2 The lecture classes shall normally have not more than 60 students, unless, in special cases, the institution has accommodation for larger classes and makes suitable audio-visual arrangements for effective lecturing accompanied by tutorial classes. For tutorials, a group shall not ordinarily be more than 20 students.
- 7.3 For laboratory sessions, the size of a group shall depend upon the size of the laboratory, its type related to the specificity of the subject, the facilities available including the possibility or otherwise of controlling and supervising a number of students simultaneously through a central control panel, and such other devices. The ideal number of students for a normal laboratory session in subjects like Physics, Chemistry and Biology is 15. The number for Computer lab, Language lab, etc. may be higher or lower, depending upon the factors referred to above.
- 7.4 The norms laid down by the concerned statutory body shall be followed in the case of laboratories in the professional courses.
8. Award of Degrees:
 - 8.1 No student shall be eligible for the award of the Master's degree unless he/she has successfully completed a minimum of two years after the First degree or five years after Plus Two or earned the minimum number of credits prescribed by the university for the programme.
 - 8.2 The degree to be awarded may be called the Master's degree in the respective discipline in accordance with nomenclature specified by the UGC under Section 22 (3) of the UGC Act.
9. Information:

Every university shall furnish to the UGC information relating to the observance of the provisions of these Regulations in the form prescribed for the purpose. The information shall be supplied to the UGC within 60 days of the close of the academic year.

(Prof. Ved Prakash)
Secretary

University Grants Commission
(Minimum Standards of Instruction for the Grant of the Master's Degree
through Formal Education) Regulations (First Amendment). 2007.

F. 1-19/2005(CPP-II), March 2008

In exercise of the powers conferred by clause (f) of sub-section (1) of Section 26 of the UGC Act 1956 (No. 3 of 1956), the University Grants Commission makes the following amendment Regulations, namely:

1. Short title, application and commencement:
 - 1.1 These Regulations may be called the University Grants Commission (Minimum Standards of Instruction for the Grant of the Master's Degree through Formal Education) Regulations (First Amendment). 2007.
 - 1.2 These shall apply to all universities established or incorporated by or under a Central Act, a Provincial Act, or a State/Union Territory Act, and all institutions recognized by or affiliated to such Universities and all institutions deemed to be universities under Section 3 of the UGC Act 1956
 - 1.3 These shall come into force from the date of their publication in the Official Gazette.

1st Amendment

The following clause 4.5 shall be added under Section 4 of the UGC (Minimum Standards of instruction for the Grant of the Master's Degree through Formal Education) Regulations, 2003.

- 4.5 Every university shall ensure that the classes for courses in subjects other than professional courses for the first year students shall commence by not later than the first week of August and for the students of second year onwards, by not later than the third week of July. The results for all the courses shall be declared by not later than last week of June.

A flexibility of upto two weeks may be allowed for professional courses in commencement of classes for students of 2 year and later keeping in view the requirement of project work, summer schools and internship, etc, in professional courses.”

DR. TR KEM
Secy.

University Grants Commission
(Grant of Degrees and Other Awards by Universities) Regulations, 2008.

DO. No.F.2-1012o22 (CPP-II)08 April 2022

Subject: Compliance of UGC (Grant of Degrees and Other Awards by Universities) Regulations, 2008:- Reg

Respected Sir/ Madam,

The Commission has been receiving a large number of grievances/complaints/RTIs/ queries from students enrolled in different programs of study offered by Higher Education Institutions (HEIs) regarding the delay in awarding the Degrees.

The delay in issuing the degree, marksheet and other certificate cause problems to the students in the matters of Higher education and employment.

The Commission has taken a serious view of this issue. In this connection the attention of all HEIs is invited to the UGC letter D.O.No.F.1-1/2016 (Secy) dated 19th May 2016 which is available on the UGC website uwvr.ugc.ac.in.

Needless to say, getting a Degree in time after having successfully completing a program is an inviolable privilege of a student. Considering the huge significance of this privilege, the Commission notified full-fledged regulation entitled UGC (Grant of Degrees and Other Awards by Universities) Regulations, 2008, the regulation 4.4 of which mandates that:

“The Degree award date/s shall be within 180 days of the date/s by which the students are expected to qualify and become eligible for them.”

The regulations are available on UGC website.

All HEIs are once again requested to ensure compliance of the UGC regulations and award the degree to all successful candidates within the prescribed timeline. The HEIs are also requested to issue provisional degree along with the final year transcripts to students.

The Commission will be constrained to take punitive actions as are notified in the Regulation 9 of UGC (Grievance Redressal) Regulation 2012 against the universities failing to comply with the UGC regulations on award of degree.

With kind regards,

Yours sincerely,

(Rajnish Jain)

To

The Vice Chancellors of all the Universities

The Principals of all Colleges

University Grants Commission
(Minimum Standards and Procedure for award of M.Phil./Ph.D. Degree),
Regulations 2009.

F.1-1/2002(PS) Exemp.- In exercise of the powers conferred by clause (e) & (g) of sub-section (1) of section 26 of University Grants Commission Act. 1956 (3 of 1956), the University Grants Commission hereby makes the following Regulations, namely :-

Short Title, Application and Commencement :

1. These regulations may be called University Grants Commission (Minimum Standards and Procedure for award of M.Phil./Ph.D. Degree), Regulations 2009.
2. They shall apply to every University established or incorporated by or under a Central Act, Provincial Act. or a State Act, every Institution including a constituent or an affiliated College recognized by the Commission, in consultation with the University concerned under clause (1) of Section 2 of the University Grants Commission Act, 1956, and every Institution deemed to be a University under section 3 of the said Act.
3. They shall come into force with effect from the date of their publication in the Gazette of India.
4. All Universities, Institution, Deemed to be Universities and Colleges/Institutions of National Importance shall be eligible for conducting M.Phil. and Ph.D. Programmes.
5. Notwithstanding anything contained in these Regulations or any other Rule or regulation, for the time being in force, no University, Institution, deemed to be University and College/ Institution of National Importance shall conduct M.Phil. and Ph.D. Programmes through distance education mode.

ELIGIBILITY CRITERIA FOR M.PHIL./PH.D. SUPERVISOR

6. All Universities, Institutions, Deemed to be Universities and Colleges/Institutions of National Importance shall lay down the criteria for the faculty to be recognized as Research Supervisor both for M.Phil. and Ph.D. Programmes.
7. All Universities, Institutions, Deemed to be Universities and Colleges/Institutions of National Importance shall lay down and decide on annual basis, a predetermined and manageable number of M.Phil. and doctoral students depending on the number of the available eligible faculty Supervisors. A Supervisor shall not have, at any given point of time, more than Eight Ph.D. Scholars and Five M.Phil. Scholars.
8. The number of seats for M.Phil. and Ph.D. shall be decided well in advance and notified in the University website or advertisement. All Universities, Institutions, deemed to be Universities and College/Institutions of National Importance shall widely advertise the number of available seats for M.Phil./Ph.D. studies and conduct admission on regular basis.

PROCEDURE FOR ADMISSION

9. (i) All Universities, Institutions, deemed to be Universities and Colleges/Institutions of National Importance shall admit M.Phil. doctoral students through an Entrance Test conducted at the level of individual University, Institution, deemed to be University, College/Institution of Nation Importance. The University may decide separate terms and conditions for those students who qualify UGC/CSIR (JRF) Examination/SLET/GATE/ teacher fellowship holder or have passed M.Phil. Programme for Ph.D. Entrance Test. Similar approach may be adopted in respect of entrance Test for M.Phil. Programme.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (ii) It shall be followed by an interview to be organized by the School/Department/Institution/University as the case may be.
 - (iii) At the time of interview, doctoral candidates are expected to discuss their research interest/area.
 - (iv) Only the predetermined number of students may be admitted to M.Phil./Ph.D. programme.
- 10 The admission to the Ph.D. programme would be either directly or through M.Phil. Programme.
- 11 While granting admission to students to M.Phil./Ph.D. Programmes, the Department/Institute/School will pay due attention to the National/State Reservation Policy.

ALLOCATION OF SUPERVISOR

- 12 The allocation of the supervisor for a selected student shall be decided by the Department in a formal manner depending on the number of student per faculty member, the available specialization among the faculty supervisors, and the research interests of the student as indicated during interview by the student. The allotment/allocation of supervisor shall not be left to the individual student or teacher.

COURSE WORK

- 13 After having been admitted, each M.Phil./Ph.D. student shall be required by the Universities, Institutions, Deemed to be Universities and College/Institutions of National Importance, as the case may be, to undertake course work for a minimum period of one semester. The course work shall be treated as pre M.Phil./Ph.D. preparation and must include a course on research methodology which may include quantitative methods and Computer Applications. It may also involve reviewing of published research in the relevant field. The individual Universities, Institutions, Deemed to be Universities and College/Institutions of National Importance, as the case may be, shall decide the minimum qualifying requirement for allowing a student to proceed further with the writing of the dissertation.

If found necessary, course work may be carried out by doctoral candidates in sister Departments/Institutes either within or outside the University for which due credit will be given to them.

EVALUATION AND ASSESSMENT METHODS

- 14 upon satisfactory completion of course work and research methodology, which shall form part & parcel of M.Phil./Ph.D. Programme, the M.Phil./Ph.D. Scholar shall undertake research work and produce a draft thesis within a reasonable time, as stipulated by the Institution concerned.
- 15 Prior to submission of the thesis, the student shall make a pre-M.phil./Ph.D. presentation in the Department that may be open to all faculty members and research students, for getting feedback and comments, which may be suitably incorporated into the draft thesis under the advice of the supervisor.
- 16 Ph.D. candidates shall publish one research paper in a referred Journal before the submission of the thesis/monograph for adjudication, and produce evidence for the same in the form of acceptance letter or the reprint.
- 17 The thesis produced by the M.Phil./Ph.D. student in the Institutions/Departments and submitted to the University, Institution, Deemed to be University, College/Institution of National Importance, as the case may be, shall be evaluated by at least two experts, out of which at least one shall be from outside the State. It shall be upto the University, Institution, Deemed to be University, College/Institution of National Importance concerned to have one examiner from outside the Country.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- 18 On receipt of satisfactory evaluation reports, M.Phil./Ph.D. students shall undergo a viva voce examination which shall also be openly defended.

DEPOSITORY WITH UGC

- 19 Following the successful completion of the evaluation process and announcements of the award of M.Phil./Ph.D. the University shall submit a soft copy of the M.Phil./Ph.D. thesis to the UGC within a period of thirty days, for hosting the same in INFLIBNET, accessible to all Institutions/Universities.
- 20 Alongwith the Degree, the Degree awarding University, Institution Deemed to be University, College/Institution of National Importance, as the case may be, shall issue a Provisional Certifying to the effect that the Degree has been awarded in accordance with the provisions to these Regulations of the UGC.

R.K. CHAUHAN
Secy. U.G.C.

University Grants Commission
(Promotion and Maintenance of Standards of Academic Collaboration
between Indian and Foreign Educational Institutions) Regulation, 2012.

New Dehil, the 27th May 2013

No.1-1/2011(CPP-II)- In exercise of the powers conferred by clauses (f) and (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956 the University Grants Commission hereby makes the following regulations, namely: -

1. Short title, application and commencement: -

- 1) These regulations may be called the University Grants Commission (Promotion and Maintenance of Standards of Academic Collaboration between Indian and Foreign Educational Institutions) Regulation, 2012.
- 2) These regulations shall apply to-
 - a. All Foreign Educational Institutions operating in India through collaboration with Indian Educational Institution, other than Technical Institutions, prior to the coming into force of these regulations, or intending to operate through collaboration, for offering their programmes leading to award of degrees and postgraduate diplomas; and
 - b. Indian Educational Institutions, other than Technical Institution, already collaborating prior to the coming into force of these regulations, or intending to collaborate with Foreign Educational Institutions for offering programmes(s) of study leading to award of degrees and postgraduate diplomas.
- 3) Any Indian Educational Institution or Foreign Educational Institution already having a collaborative arrangement shall comply with these regulations within a period of six months from the date of their coming into force.
- 4) These regulations shall come into force on the date of their publication in the Official Gazette.

(2). Definitions: -

- a) “Accrediting Agency”, in respect of a Foreign Educational Institution, means an agency or body approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institution;
- b) “Act” means the University Grants Commission Act, 1956;
- c) “Appropriate authority” means an authority of the Indian University, created under relevant provision of its Act and having the powers to take decision(s) with regard to such collaboration with Foreign Educational Institutions;
- d) “Collaboration” means an arrangement between an Indian Educational Institution and a Foreign Educational Institution, put into place through an instrument of written Agreement for the purposes of collaborative or partnership/twinning arrangements with the purpose of offering degree(s) and postgraduate diploma programme(s);
- e) “Commission” means the University Grants Commission established under section 4 of the Act;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- f) “Degree” means a degree awarded by an Indian educational Institution in accordance with the provisions of the Section 22 of the Act or a degree awarded by a Foreign Educational Institution in its home country;
 - g) “Foreign Educational Institution” means-
 - (I) An institution duly established or incorporated in its home country and has been offering educational programmes at the graduate and higher levels in its home country in the areas or disciplines concerned and
 - (II) Which offers or proposes to offer programme(s) of study leading to the award of degree(s) or postgraduate diploma(s) through conventional mode, but excluding distance mode, in collaboration, partnership or in a twinning arrangement with any Indian Educational Institution;
 - h) “Indian Educational Institution” means a university or college or institution, whether known as such or by any other name, (public and private), other than Technical Institution, recognized as such by the relevant Statutory Body for imparting education at the undergraduate, postgraduate and higher levels;
 - i) “NAAC” means the National Assessment and Accreditation Council established under clause (CCC) of Section 12 of the Act;
 - j) “Section” means a section of the Act;
 - k) “Statutory Body” means a body established or incorporated by or under a Central Act to regulate, co-ordinate, determine and maintain standards of teaching, examination and research in universities or programme(s) of study, including professional programme(s) leading to the award of degree(s) or postgraduate diploma(s);
 - l) “Postgraduate Diploma” means a diploma awarded on satisfactory completion of a programme of study of a duration of not less than one academic year and for which the minimum qualification for admission is a Bachelor degree from a recognized university or institution;
 - m) “Technical Institution” means an institution as defined under clause (h) of section 2 of the All India Council for Technical Education Act, 1987 but excluding Technical Universities and Universities offering technical programmes;
 - n) “Twinning Programme” means a programme of study whereby students enrolled with an Indian Educational Institution may complete their programme of study partly in India and partly in the main campus of Foreign Educational Institutions in its home country in which it is primarily established or incorporated.
- (3). Eligibility criteria and conditions for collaborations: -
- (1). A Foreign Educational Institution collaborating with an Indian Educational Institution shall satisfy the following criteria or conditions-
 - a) The Foreign Institutions which are accredited with the highest grade in their homeland should be allowed to have twinning arrangement with those Indian institutions which are accredited by the nationally recognized accrediting agencies with a grade not less than B or its equivalent in respect of institutional accreditation or a threshold level of accreditation in respect of program accreditation, as the case may be.
 - b) It shall have operative arrangements in India through Indian Educational Institution(s) by way of collaboration.

- c) The Foreign Educational Institutions offering programme(s) of study through collaboration or partnership or twinning shall ensure that the programme(s) of study offered and imparted by them in India are in conformity with the standards laid down by the respective Statutory Regulatory Body concerned.
 - d) The Foreign Educational Institutions shall also abide by any other condition(s) prescribed by the Government of India and Statutory Regulatory Body(ies) from time to time.
- (2). An Indian Educational Institution Collaborating with Foreign Educational Institution(s) shall satisfy the following criteria or conditions-
- a) At the time of Agreement for collaboration, the Indian Educational Institution shall have accreditation by National Assessment and Accreditation Council with a grade not less than B or its equivalent grade;
Provided that the Indian Educational Institutions maintained by the Central Government or Commission and state Government(s) and Union territory Government(s) shall be exempt from the accreditation for the purposes of these regulations.
 - b) It shall have experience of at least five years in offering educational programme(s) in India at the level of degree and postgraduate diploma;
Provided that the Indian Educational Institutions maintained by the Central Government or Commission and state Government(s) and Union territory Government(s) shall be exempt from the requirement of five years experience.
 - c) Its academic infrastructure, including laboratory and workshop facilities and library shall meet the requirements of the relevant Statutory Body.
 - d) The Indian Education Institution, if it is an institution affiliated to a university, collaborating with Foreign Educational Institutions for conducting programme(s) of study leading to the degree(s) or postgraduate diploma(s) shall obtain prior approval from the affiliating university concerned.
 - e) All matters relating to the grievances of students including legal matters relating to the collaboration shall be addressed by the Indian Educational Institutions entering into academic collaboration.
- (3). All institutions (Indian or Foreign) involved in collaborative, twinning or other forms of partnership arrangements shall satisfy the following criteria and condition: -
- a) The academic requirements and other details of the programme(s) of study shall be made public by displaying prominently in the respective websites before the commencement of the programme by the Indian Educational Institutions concerned.
 - b) No programme of study and /or research shall also abide by any other condition(s) security and territorial integrity of India.
 - c) The Educational Institution concerned shall also abide by any other condition(s) specified by the Government of India and Statutory Body(ies) from time to time.
 - d) Wherever foreign exchange is involved, the educational institution (Indian and/or foreign) shall abide by and comply with the relevant Regulations, Norms, Notifications and Instructions issued by the Reserve Bank of India from time to time.

(4). Procedure for collaboration: -

Any Foreign Educational Institution collaborating with Indian Educational Institution(s) shall have to enter into a written Memorandum of Understanding or Agreement with the Indian Educational Institution concerned:

Provided that no Memorandum of Understanding or Agreement shall be entered into by Foreign Educational Institutions collaborating with Indian Educational Institutions unless the Indian Educational Institution concerned has obtained prior approval of the Commission including the approval of the draft Memorandum of Understanding or Agreement;

Provided further, that after approval of the Memorandum of Understanding or Agreement, as the case may be, by the Commission, it shall be signed by both the partnering institutions and a copy of such Memorandum of Understanding or Agreement shall be forwarded to the Commission and shall also be uploaded to their websites.

(5). Procedure for approval:-

For approval, the following procedure is required to be fulfilled; namely-

- a) The Foreign Educational Institutions concerned shall submit a draft Memorandum or Understanding / Agreement to the Commission along with an application in the specified format, giving details about the infrastructure facilities, facilities available for instruction, faculty, specified fee, courses, curricula, requisite funds for operations for a minimum period of three years and other terms and conditions of collaboration, if any.
- b) The Commission, after receiving the application along with draft Memorandum of Understanding or Agreement, shall acknowledge the receipt of the application within a week. The proposal shall be then processed internally and deficiency, if any, shall be communicated and additional documents, if any required, shall be asked for within a period of one month.
- c) Once the Commission is satisfied that the proposal is complete in all respects, the Commission shall take the decision to issue a letter of approval, after considering various factors including quality of education, overall merit of the proposal, fees to be charged, credibility of the Foreign Educational Institution as well as Indian Educational Institution within a period of six months. In case the Commission does not approve the proposal, a letter of rejection shall be issued by the Commission stipulating the reasons therefor.
- d) The approval so granted shall be valid for a period of five years or as specified otherwise, during which, the Commission may review the progress made and periodically inform the agencies concerned about the results of such a review and the Commission may extend or withdraw the approval or impose such other conditions for extension, as it may deem fit and proper.
- e) In the event of any malpractices, the approval granted may be revoked;
Provided that before revocation, an opportunity or show cause shall be given to the Educational Institution concerned.

(6). Miscellaneous conditions: -

The other conditions required to be fulfilled are-

- a) A franchise arrangement, by whatever name, between a Foreign Educational Institution and an Indian Educational Institution shall not be allowed under these regulations.

- b) No arrangement involving a Foreign Educational Institution granting, for a consideration, a license or permission to an Indian Educational Institution to carry out educational activity in the name of the Foreign Educational Institution shall be permitted under these regulation.
 - c) The University Grants Commission shall maintain an undated list of approved collaborating institutions on its website.
 - d) On commencement of these regulations, no Foreign Educational Institution or Indian Educational Institution shall establish or operate its educational activity in India through collaboration leading to award of degree(s) and postgraduate diploma(s) without the express permission or approval of the Commission.
- (7). Consequences of violation: -
- a) The Commission either on its own or on the basis of any complaint from any quarter may cause an inquiry, including physical inspection, if the collaborative arrangements and after having satisfied itself that the collaborating institution(s) is/ are not functioning in accordance with these regulations, may issue directions for termination of the Memorandum of Understanding or agreement for collaboration and while issuing such directions, the Commission shall ensure that the students, who have already enrolled for such course or programme are permitted to continue till they obtain requisite qualification;

Provided that an opportunity to explain its position shall be given to such an educational institution before coming to the conclusion that it is not functioning in accordance with these regulations and before issuing directions for termination of the Memorandum or Understanding or Agreement.
 - b) If the institution concerned is found to have violated these regulations, the Commission shall take action as provided under Section 14 of the Act and shall also notify on its website and also through media that the programme(s) offered or conducted through the said collaborative arrangements are not in conformity with these regulations.
 - c) In case the Commission finds any Deemed to be University violating any of the provisions of these regulation, in addition to provisions made under clauses (a) and (b) above, the Commission may also recommend to the Central Government for withdrawal of deemed to be University status.
 - d) The Commission may also take such further action against Indian Educational Institution(s) as it may deem fit and proper.
 - e) The Commission may also declare the Foreign Educational Institution(s) as “blacklisted” and prohibit such Foreign Education Institution(s) from entering into any collaborative arrangement with any Indian Educational Institution in future.
- (8). Interpretation: -
- a) Any question as to the interpretation of these regulations shall be decided by the Commission and its decision shall be final and binding in the matter.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- b) The commission shall have the power to issue clarifications to remove any doubt, difficulty or anomaly which may arise in regard to the implementation of these regulations.
- c) Any dispute arising in relation to collaborative arrangement between Indian Educational Institution(s) and Foreign Educational Institution(s) shall be governed by the Indian law.

AKHILESH GUPTA
Secretary

University Grants Commission
(Minimum Standards of Instructions for the grant of the Masters Degree
through Formal Education) (First Amendment) Regulations, 2013.

No.F.1-9/2012 (CPP-II)

In exercise of the powers conferred under clause (f) of sub-section (1) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby frames the following amendment Regulations, namely:-

1. Short title and commencement:
 - 1.1 These Regulations may be called the University Grants Commission (Minimum Standards of Instructions for the grant of the Masters Degree through Formal Education) (First Amendment) Regulations, 2013.
 - 1.2 They shall come into force on the date of their publication in the Gazette of India.
2. The clause 2.1 of the University Grants Commission (Minimum Standards of Instructions for the grant of the Masters Degree through Formal Education) Regulation, 2003 (herein after to be called 'The Principal Regulation') shall stand amended and be substituted by the following clause: -

“2.1 ‘No student shall be eligible for admission to a masters degree programme in any of the faculties unless he/she has successfully completed an under graduate programme of at least three years or earned prescribed number of credits for an undergraduate degree through the examinations conducted by a university/autonomous Institution or possesses such qualifications as recognized by the concerned university as equivalent to an undergraduate degree.’”
3. The clause 2.5 of the Principal Regulations shall stand amended and be substituted by the following clause:-

“2.5 ‘depending upon the academic and physical facilities available in the institutions, the University may allow an Institution to admit a certain number of students directly to the second year of a master degree programme, if the student has successfully completed the first year of the same programme in another institution.’”
4. The clause 4.1 of the Principal Regulations shall stand amended and be substituted by the following clause:-

“4.1 “every university enrolling students for the masters degree programme shall ensure that the number of actual teaching days on which classes such as lectures, tutorials, seminars and practicals are held or conducted, is not less than 180 in an academic year, excluding holidays, vacation, time set apart for completing admissions and time required for conduct of examination.”
5. The clause 8.1 of the Principal Regulations shall stand amended and be substituted by the following clause:-

“8.1 “no student shall be eligible for the award of the masters degree unless he/she has successfully completed minimum of two years after the first degree or five years after plus two and earned the minimum number of credits prescribed by the university for the programme.

Provided that a masters degree, where entry qualification is two bachelor's degree in succession, Including one in the relevant discipline or an integrated degree of five years in the relevant discipline after plus two, the duration may be one year.”

JASPAL. S. SANDHU
Secy.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:
University Grants Commission
(Credit Framework for Online Learning Courses through SWAYAM)
Regulation, 2016.

New Delhi, the 19th July, 2016

No. F.1-100/2016 (MOOCs/e-content)

1. Preamble.—

- 1.1 Whereas Education has to widen the access to higher education and bring down its cost by using technological advances,
- 1.2 Whereas Massive Open Online Courses (MOOCs) have emerged as a viable model for imparting education, involving conventional and online education,
- 1.3 Whereas the Indian version of online learning is being launched on an indigenous platform of learning, named as SWAYAM (Study Web of Active Learning by Young and Aspiring Minds),
- 1.4 Whereas there is a need to create synergies between the salient features of anytime-anywhere format of eLearning and the traditional classroom-based chalk and talk method to develop a unique content delivery mechanism, which is responsive to learners' needs and ensures seamless transfer of knowledge across geographical boundaries,
- 1.5 Whereas there is a need to put in place a regulatory mechanism that would allow seamless connect between the online learning and the regular class room learning, Now therefore;

University Grants Commission in exercise of the powers conferred by clause (f) and (g) of sub-section (1) of Section 26 of the UGC Act 1956 (No. 3 of 1956), makes the following Regulations, namely;

2. Short title, Application and Commencement:

- 2.1 These Regulations shall be called the **UGC (Credit Framework for online learning courses through SWAYAM) Regulation 2016.**
- 2.2 These shall apply to all universities established or incorporated by or under a Central Act, a Provincial Act, or a State/Union Territory Act and all institutions recognized by or affiliated to such Universities and all institutions deemed to be universities under Section 3 of the UGC Act, 1956.
- 2.3 These shall further apply to the transfer of credits of such students who are enrolled as regular/part-time students in any educational institution in India.
- 2.4 These shall come into force from the date of their publication in the official Gazette.

3. Definitions:

- 3.1 'Academic Council' is the body empowered to take decisions regarding all academic matters in an institution including the decision regarding permitting online learning courses through SWAYAM.
- 3.2 'Course' shall mean a paper which is taught for at least one semester as a part of a subject
- 3.3 'Four quadrant approach': the four Quadrant approach means e-learning system that has the following components:
 - Quadrant-I is e-Tutorial: that shall contain: Video and Audio Content in an organised form, Animation, Simulations, Virtual Labs.

- Quadrant-II is e-Content: that shall contain: PDF/e-Books/illustration, video demonstrations, documents and Interactive simulations wherever required.
 - Quadrant-III is Web Resources: that shall contain: Related Links, Open Content on Internet, Case Studies, Anecdotal information, Historical development of the subject, Articles.
 - Quadrant-IV is Self-Assessment : that shall contain: MCQ, Problems, Quizzes, Assignments and solutions, Discussion forum topics and setting up the FAQ, Clarifications on general misconceptions.
- 3.4 'Host Institution' shall mean the institution duly recognised/approved by the regulating authority, to which the PI/SME offering the course belongs.
- 3.5 'Institution' shall mean any academic institution registered and functioning in India.
- 3.6 'MOOCs': Massive Open Online Courses (MOOCs) are such online courses which are developed as per the pedagogy stated herein; following the four quadrant approach and made available on the SWAYAM platform of Government of India.
- 3.7 'MOOCs Guidelines' shall mean guidelines on online learning issued by the MHRD vide its orders dated 11th March 2016 and subsequent addendums issued by the MHRD.
- 3.8 'National MOOCs Coordinator' (NMC) is a Nation level agency designated as such by the Government, for the purpose of coordinating the production of the online courses and for overseeing their quality in a designated sector of learning.
- 3.9 'Parent Institution' shall mean the institution/university/college where the student is enrolled as a regular/parttime student.
- 3.10 'Principal Investigator (PI)': The PI shall be a Subject Matter Expert (SME) belonging to a reputed educational institution, identified and entrusted with the task of developing and delivering MOOCs in a given area by the NMC.
- 3.11 'Sector' shall mean a particular level of learning such as high school, engineering/non-engineering diploma/degree/post-graduation.
- 3.12 'Subject' shall mean a discipline (eg Mathematics) taught in an educational institution consisting of specific courses, resulting in awarding of a certificate/diploma/degree.
- 3.13 'SWAYAM platform' is an IT platform developed and made functional by the Ministry of Human Resource Development of Government of India for the purpose of offering online learning courses on the MOOCs pattern.

4. Online learning courses:

- 4.1. The online learning courses shall be made available on the SWAYAM Platform by the PI identified by the National MOOCs Coordinator, through the Host Institution, as per the schedule finalised by him/her.
- 4.2. The SWAYAM shall notify to the Registrars of all the Institutions, on 1st June and 1st November every year, the list of the online learning Courses going to be offered in the forthcoming Semester.
- 4.3. All the Institutions shall, within 4 weeks from the date of notification by SWAYAM, consider through their Competent Authority the online learning courses being offered through the SWAYAM platform; and keeping in view their academic requirements decide upon the courses which it shall permit for credit transfer.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

Provided that an Institution can only allow up to 20% of the total courses being offered in a particular program in a Semester through the online learning courses provided through SWAYAM platform.

- 4.4. While making this decision, the Academic Council may, inter alia, consider allowing online courses of SWAYAM if:
 - a) There is non-availability of suitable teaching staff for running a course in the Institution or
 - b) The facilities for offering the elective papers (courses), sought for by the students are not on offer in the Institution, but are available on the SWAYAM platform.
 - c) The courses offered on SWAYAM would supplement the teaching-learning process in the Institution.
- 4.5. Every student in the class of the institution offering a particular paper (course) would be required to register for the MOOCs for that course/paper.
- 4.6. While allowing the online learning Courses offered by SWAYAM, it shall be ensured that the physical facilities like Laboratories, computer facilities, library etc, essential for pursuing the courses shall be made available free and in adequate measure by the parent institution.
- 4.7. The parent institution must designate a course coordinator/facilitator to guide the students throughout the course and to facilitate/conduct the Lab/Practical sessions/ examinations.

5. Evaluation and Certification of MOOCs

- 5.1. The host institution and the PI shall be responsible for evaluating the students registered for the MOOCs course launched by him/her.
- 5.2. The evaluation should be based on predefined norms and parameters and shall be based on a comprehensive evaluation throughout the length and breadth of course based on specified instruments like discussions, forums, quizzes, assignments, sessional examinations and final examination.
- 5.3. Whereas an online examination would be the preferred mode, the PI shall be authorised to decide on the mode of conducting the final examination. This shall be announced in the overview of the Course at the time of offering the course.
- 5.4. In case, a pen and paper final examination is to be conducted, the same shall be offered through any college/school volunteering to conduct the same. The decision in this respect will be of the PI and the host institution.
- 5.5. After conduct of the examination and completion of the evaluation, the PI through the host institution shall award marks/grade as per the evaluation scheme announced.
- 5.6. The final marks/grade shall be communicated to the students as well as the parent institution of the student, within 4 weeks from the date of completion of the final examination.
- 5.7. The parent Institution shall, incorporate the marks/grade obtained by the student, as communicated by the Host Institution through the PI of the SWAYAM course in the marks sheet of the student that counts for final award of the degree/diploma by the University with the proviso that the programs in which Lab/Practical Component is involved, the parent institution will evaluate the students for the practical/Lab component and accordingly incorporate these marks/grade in the overall marks/grade

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- 5.8. A certificate regarding successful completion of the MOOCs course shall be signed by the PI and issued through the Host Institution and sent to the Parent Institution.

6. Credit Mobility of MOOCs

- 6.1. The parent Institution shall give the equivalent credit weightage to the students for the credits earned through online learning courses through SWAYAM platform in the credit plan of the program.
- 6.2. No university shall refuse any student for credit mobility for the courses earned through MOOCs.

7. Amendment required in University Rules and Regulations for Seamless Integration of MOOCs

- 7.1. Every Institution, shall within 4 weeks from the date of issue of these Regulations, shall decide through their Competent Authority, the amendments required in their Ordinances, Rules, Regulations etc to incorporate provisions of these Regulation.

8. Transitory Measures

- 8.1. The UGC shall notify a Standing committee to resolve any issues that may arise in the implementation of these regulations during the transition period of three years.

Prof. JASPAL S. SANDHU, Secy. UGC

[ADVT.-III/4/Exty./182 (113)]

University Grants Commission
(Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees)
Regulations, 2016.

NOTIFICATION

New Delhi, the 5th May, 2016

No. F. 1-2/2009(EC/PS)V(I) Vol. II - In exercise of the powers conferred by clauses (f) and (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the UGC (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulation, 2009, notified in The Gazette of India [No. 28, Part III-Section 4] for the week July 11 — July 17, 2009, the University Grants Commission hereby makes the following Regulations, namely:-

1. Short title, Application and Commencement:

- 1.1 These Regulations may be called University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016.
- 1.2 They shall apply to every University established or incorporated by or under a Central Act, a Provincial Act, or a State Act, every affiliated college, and every Institution Deemed to be a University under Section 3 of UGC Act, 1956.
- 1.3 They shall come into force from the date of their publication in the Gazette of India.

2. Eligibility criteria for admission to the M.Phil. programme:

- 2.1 Candidates for admission to the M.Phil. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.
- 2.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC(non-creamy layer)/Differently-Abled and other categories of candidates as per the decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

3. Eligibility criteria for admission to Ph.D. programme:

Subject to the conditions stipulated in these Regulations, the following persons are eligible to seek admission to the Ph.D. programme:

- 3.1 Master's Degree holders satisfying the criteria stipulated under Clause 2 above.
- 3.2 Candidates who have cleared the M.Phil. course work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completing the

M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph.D. Degree in the same Institution in an integrated programme. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC(non-creamy layer)/differently-abled and other categories of candidates as per the decision of the Commission from time to time.

- 3.3 A person whose M.Phil. dissertation has been evaluated and the viva voce is pending may be admitted to the Ph.D. programme of the same Institution;
- 3.4 Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.

4. Duration of the Programme:

- 4.1 M.Phil. programme shall be for a minimum duration of two (2) consecutive semesters / one year and a maximum of four (4) consecutive semesters / two years.
- 4.2 Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.
- 4.3 Extension beyond the above limits will be governed by the relevant clauses as stipulated in the Statute/Ordinance of the individual Institution concerned.
- 4.4 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil and two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of M.Phil/Ph.D. for up to 240 days.

5. Procedure for admission:

- 5.1 All Universities and Institutions Deemed to be Universities shall admit M.Phil/Ph.D. students through an Entrance Test conducted at the level of Individual University/ Institution Deemed to be a University. The University/Institution Deemed to be a University may decide separate terms and conditions for Ph.D. Entrance Test for those students who qualify UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/ SLET/GATE/teacher fellowship holder or have passed M.Phil programme. Similar approach may be adopted in respect of Entrance Test for M.Phil programme.
- 5.2 Higher Educational Institutions (HEIs) referred to in sub-clause 1.2 above and Colleges under them which are allowed to conduct M.Phil. and/or Ph.D. programmes, shall:
 - 5.2.1 decide on an annual basis through their academic bodies a predetermined and manageable number of M.Phil. and/or Ph.D. scholars to be admitted depending on the number of available Research Supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar- teacher ratio (as indicated in Para 6.5), laboratory, library and such other facilities;
 - 5.2.2 notify well in advance in the institutional website and through advertisement in at least two (2) national newspapers, of which at least one (1) shall be in the regional language, the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) where entrance test(s) shall be conducted and all other relevant information for the benefit of the candidates;
 - 5.2.3 adhere to the National/State-level reservation policy, as applicable.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- 5.3 The admission shall be based on the criteria notified by the Institution, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.
- 5.4 HEIs as mentioned in Clause 1.2 shall admit candidates by a two stage process through:
 - 5.4.1 An Entrance Test shall be qualifying with qualifying marks as 50%. The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific. The Entrance Test shall be conducted at the Centre(s) notified in advance (changes of Centres, if any, also to be notified well in advance) at the level of the individual HEI as mentioned in clause 1.2; and
 - 5.4.2 An interview/viva-voce to be organized by the HEI as mentioned in clause 1.2 when the candidates are required to discuss their research interest/area through a presentation before a duly constituted Department Research Committee.
- 5.5 The interview/viva voce shall also consider the following aspects, viz. whether:
 - 5.5.1 the candidate possesses the competence for the proposed research;
 - 5.5.2 the research work can be suitably undertaken at the Institution/College;
 - 5.5.3 the proposed area of research can contribute to new/additional knowledge.
- 5.6 The University shall maintain the list of all the M.Phil. / Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration.
- 6. Allocation of Research Supervisor:** Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of M.Phil./Ph.D. scholars permissible per Supervisor, etc.
 - 6.1 Any regular Professor of the University/Institution Deemed to be a University/College with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the university/institution deemed to be a university/college with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor.

Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.
 - 6.2 Only a full time regular teacher of the concerned University/Institution Deemed to be a University/College can act as a supervisor. The external supervisors are not allowed. However, Co Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.
 - 6.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/viva voce.
 - 6.4 In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.

- 6.5 A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. and Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil. and six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of one (1) M.Phil. and four (4) Ph.D. scholars.
- 6.6 In case of relocation of an M.Phil/Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.
- 7. Course Work:** Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.
- 7.1 The credit assigned to the M.Phil. or Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits.
- 7.2 The course work shall be treated as prerequisite for M.Phil./Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for M.Phil./Ph.D. degree.
- 7.3 All courses prescribed for M.Phil. and Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the authorized academic bodies.
- 7.4 The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research Advisory Committee, as stipulated under sub-Clause 8.1 below, of the research scholar.
- 7.5 All candidates admitted to the M.Phil. and Ph.D. programmes shall be required to complete the course work prescribed by the Department during the initial one or two semesters.
- 7.6 Candidates already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. in integrated course, may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.
- 7.7 Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Research Advisory Committee and the Department and the final grades shall be communicated to the Institution/College.
- 7.8 A M.Phil./Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis.

8. Research Advisory Committee and its functions:

- 8.1 There shall be a Research Advisory Committee, or an equivalent body for similar purpose as defined in the Statutes/Ordinances of the Institution concerned, for each M.Phil. and Ph.D. scholar. The Research Supervisor of the scholar shall be the Convener of this Committee. This Committee shall have the following responsibilities:
- 8.1.1 To review the research proposal and finalize the topic of research;
- 8.1.2 To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
- 8.1.3 To periodically review and assist in the progress of the research work of the research scholar.
- 8.2 A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Institution/College with a copy to the research scholar.
- 8.3 In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the Institution/College with specific reasons for cancellation of the registration of the research scholar.

9. Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc.:

- 9.1 The overall minimum credit requirement, including credit for the course work, for the award of M.Phil. degree shall not be less than 24 credits.
- 9.2 Upon satisfactory completion of course work, and obtaining the marks/grade prescribed in sub-clauses 7.8 above, as the case may be, the M.Phil./Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis within a reasonable time, as stipulated by the Institution concerned based on these Regulations.
- 9.3 Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the Research Advisory Committee of the Institution concerned which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation/thesis in consultation with the Research Advisory Committee.
- 9.4 M.Phil scholars shall present at least one (1) research paper in a conference/seminar and Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.
- 9.5 The Academic Council (or its equivalent body) of the Institution shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.

- 9.6 The M.Phil. dissertation submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least one external examiner who is not in the employment of the Institution/College. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by both of them together, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/ researchers.
- 9.7 The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, who are not in employment of the Institution/College, of whom one examiner may be from outside the country. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.
- 9.8 The public viva-voce of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/ thesis is/are satisfactory and include a specific recommendation for conducting the viva-voce examination. If the evaluation report of the external examiner in case of M.Phil. dissertation, or one of the evaluation reports of the external examiner in case of Ph.D. thesis, is unsatisfactory and does not recommend viva-voce, the Institution shall send the dissertation/ thesis to another external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.
- 9.9 The Institutions shall develop appropriate methods so as to complete the entire process of evaluation of M.Phil. dissertation/ Ph.D. thesis within a period of six months from the date of submission of the dissertation/thesis.
- 10. Academic, administrative and infrastructure requirement to be fulfilled by Colleges for getting recognition for offering M.Phil./Ph.D. programmes:**
- 10.1 Colleges may be considered eligible to offer M.Phil./Ph .D programmes only if they satisfy the availability of eligible Research Supervisors, required infrastructure and supporting administrative and research promotion facilities as per these Regulations.
- 10.2 Post-graduate Departments of Colleges, Research laboratories of Government of India/ State Government with at least two Ph.D. qualified teachers/scientists/other academic staff in the Department concerned along with required infrastructure, supporting administrative and research promotion facilities as per these Regulations, stipulated under sub-clause 10.3, shall be considered eligible to offer M.Phil./Ph.D. programmes. Colleges should additionally have the necessary recognition by the Institution under which they operate to offer M.Phil/Ph.D. programme.
- 10.3 Colleges with adequate facilities for research as mentioned below alone shall offer M.Phil./Ph. D. programmes:
- 10.3.1 In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the Institution concerned with provision for adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- 10.3.2 Earmarked library resources including latest books, Indian and International journals, e journals, extended working hours for all disciplines, adequate space for research scholars in the Department/ library for reading, writing and storing study and research materials;
- 10.3.3 Colleges may also access the required facilities of the neighbouring Institutions/Colleges, or of those Institutions/Colleges/R&D laboratories/ Organizations which have the required facilities.

11. Treatment of Ph.D / M.Phil. through Distance Mode/Part-time:

- 11.1 Notwithstanding anything contained in these Regulations or any other Rule or Regulation, for the time being in force, no University; Institution, Deemed to be a University and College shall conduct M.Phil. and Ph.D. Programmes through distance education mode.
- 11.2 Part-time Ph.D will be allowed provided all the conditions mentioned in the extant Ph.D Regulations are met.

12. Award of M.Phil./Ph.D. degrees prior to Notification of these Regulations, or degrees awarded by foreign Universities:

- 12.1 Award of degrees to candidates registered for the M.Phil./Ph.D. programme on or after July 11, 2009 till the date of Notification of these Regulations shall be governed by the provisions of the UGC (Minimum Standards and procedure for Awards of M.Phil/Ph.D Degree) Regulation, 2009.
- 12.2 If the M.Phil./Ph.D. degree is awarded by a Foreign University, the Indian Institution considering such a degree shall refer the issue to a Standing Committee constituted by the concerned institution for the purpose of determining the equivalence of the degree awarded by the foreign University.

13. Depository with INFLIBNET:

- 13.1 Following the successful completion of the evaluation process and before the announcement of the award of the M.Phil./Ph.D. degree(s), the Institution concerned shall submit an electronic copy of the M.Phil. dissertation /Ph. D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/ Colleges.
- 13.2 Prior to the actual award of the degree, the degree-awarding Institution shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of these UGC Regulations, 2016.

Prof. JASPAL S. SANDHU, Secy.

[ADVT.-III/4/Exty./143(113)]

University Grants Commission
(Promotion and Maintenance of Standards of Academic Collaboration
between Indian and Foreign Educational Institutions) Regulations, 2016.

NOTIFICATION

New Delhi, the 11th July, 2016

F. No. 1-1/2012(CPP-II).—In exercise of the powers conferred by clauses (f) and (g) of sub-section (1) of section 26 read with clause (j) of Section 12 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following regulations, namely:-

1) Short title, application and commencement:-

- (1) These regulations may be called the University Grants Commission (Promotion and Maintenance of Standards of Academic Collaboration between Indian and Foreign Educational Institutions) Regulations, 2016. (hereafter referred to as the Regulations).
The University Grants Commission (Promotion and Maintenance of Standards of Academic Collaboration between Indian and Foreign Educational Institutions) Regulations, 2012 shall hereby stand repealed.
- (2) These regulations shall apply to-
 - (a) All Foreign Educational Institutions operating in India through collaboration with Indian Educational Institutions, other than Technical Institutions, prior to the coming into force of these regulations, or intending to operate through collaboration, for offering their programmes leading to award of degrees; and
 - (b) Indian Educational Institutions, other than Technical Institutions, already collaborating prior to the coming into force of these regulations, or intending to collaborate with Foreign Educational Institutions for offering programme(s) of study leading to award of degrees.
- (3) Any Indian Educational Institution or Foreign Educational Institution already having a collaborative arrangement shall comply with these regulations within a period of six months from the date of their coming into force.
- (4) These regulations shall come into force on the date of their publication in the Official Gazette.

2) Definitions:-

- a) “Act” means the University Grants Commission Act, 1956 as amended from time to time;
- b) “Assessment and Accreditation Agency”, in respect of Indian Educational Institutions means an agency recognized under the University Grants Commission (Recognition and monitoring of Assessment and Accreditation Agencies) Regulations, 2014.
- c) “Assessment and Accreditation Agency”, in respect of a Foreign Educational Institution, means an agency or body approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions;
- d) “Collaboration”, for the purposes of these regulations, means an arrangement between an Indian Educational Institution and a Foreign Educational Institution, put into place through an instrument of written Agreement for the purposes of twinning leading to the award of degree(s);

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- e) “Commission” means the University Grants Commission established under section 4 of the Act;
- f) “Degree” means a degree awarded by an Indian Educational Institution in accordance with the provisions of the section 22 of the UGC Act;
- g) “Franchise” means and includes the offering of degree programmes, formally or informally, by any person or institution or organization, other than the Higher Education Institution recognized under these regulations, on behalf of or in the name of the recognized Higher Education Institution, and the term ‘franchisee’ shall be construed accordingly
- h) “Foreign Educational Institution” means—(i) an institution duly established or incorporated in its home country and offering educational programmes at the undergraduate and higher levels in its home country and (ii) which offers or proposes to offer programme(s) of study leading to the award of degree(s) through conventional face-to-face mode, but excluding distance mode, in a twinning arrangement with any Indian Educational Institution;
- i) “Indian Educational Institution” means a university or college or institution, whether known as such or by any other name, (public and private), other than Technical Institution, recognized as such by the relevant Statutory Body for imparting education at undergraduate and higher levels;
- j) A “Joint Degree”, for the purposes of these regulations, means a single degree jointly awarded by the Indian Educational Institution and the collaborating Foreign Educational Institution.
- k) “Statutory Body” means a body established or incorporated by or under a Central Act to regulate, co ordinate, determine and maintain standards of teaching, examination and research in universities or programme(s) of study, including professional programme(s) leading to the award of degree(s);
- l) “Technical Institution” means an institution as defined under clause (h) of section 2 of the All India Council for Technical Education Act, 1987 but excluding Technical Universities and Universities offering technical programmes;
- m) “Twinning Programme” means a programme of study whereby students enrolled with an Indian Educational Institution may complete their programme of study partly in India, complying with relevant UGC regulations, and partly in the main campus of a Foreign Educational Institution in its home country in which it is primarily established or incorporated.

3) Eligibility criteria and conditions for collaborations:-

- (1) A Foreign Educational Institution collaborating with an Indian Educational Institution shall satisfy the following criteria or conditions-
 - (a) Be accredited, by an Assessment and Accreditation Agency, with the highest grade (in case of grade accreditation) or threshold level (in case of threshold accreditation), in their homeland.
 - (b) Have operative arrangements in India through Indian Educational Institution(s) by way of collaboration.
 - (c) Abide by any other condition(s) prescribed by the Government of India and Statutory Regulatory Body(ies) from time to time.

- (2) An Indian Educational Institution collaborating with Foreign Educational Institution(s) shall satisfy the following criteria or conditions-
- (a) At the time of Agreement for collaboration, the Indian Educational Institution shall have accreditation by an Assessment and Accreditation Agency with a grade not less than A or its equivalent grade (in case of grade accreditation) or threshold level (in case of threshold accreditation) with respect to the institution or programme whichever is applicable;
 - (b) It shall have experience of at least six years or have at least two batches of students graduating, whichever is earlier, in offering educational programme(s) in India at the degree level;
- Provided that the Indian Educational Institutions maintained by the Commission or Central/State/ Union Territory Governments shall be exempt from the requirement of six years experience or at least two batches of students graduating, whichever is earlier, in offering educational programme(s) in India at the degree level.
- Provided further that any Indian Educational Institution which has signed a collaboration agreement with Foreign Educational Institution prior to the date of coming into force of the Regulations and not having the desired accreditation on the date of notification of these regulations, shall be required to obtain the accreditation, by a recognized accreditation agency, with a grade not less than A or its equivalent within one year after completion of six years from the date of the commencement of educational programme(s) or two batches of students graduating, whichever is earlier.
- Provided further that within six months of notification of these regulations, the collaboration shall be evaluated by a sub-committee of the Commission, which shall take into account a presentation by the Indian Higher Educational Institution. The sub-committee will include experts having experience in international jurisprudence; international academic background and also comprise representatives of Association of Indian Universities; All India Council of Technical Education, etc.
- The Commission shall take a decision on the continuation or otherwise of the collaboration based on the recommendations of the sub-committee. In case of the decision of discontinuation of the collaboration, the Commission shall record the extenuating ground for its decision. The decision of the Commission shall be communicated to the institution.
- (c) Its academic infrastructure, including laboratory and workshop facilities and library shall meet the requirements of the relevant professional Statutory Councils/ Bodies.
 - (d) The Indian Educational Institution, if it is an institution affiliated to a university, collaborating with Foreign Educational Institutions for conducting programme(s) of study leading to the degree(s) shall obtain prior approval from the affiliating university concerned.
- (3) All institutions (Indian or Foreign) involved in collaborative, twinning or other forms of partnership arrangements shall satisfy the following criteria and conditions:
- (a) The academic requirements and other details of the programme(s) of study shall be made public by displaying prominently in the website, before the commencement of the programme, by the Indian Educational Institution concerned.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (b) No programme of study and/or research shall be offered which is against national security and territorial integrity of India.
- (c) The Educational Institution concerned shall also abide by any other condition(s) specified by the Government of India and Statutory Body (ies) from time to time.
- (d) Wherever foreign exchange is involved, the educational institution (Indian and/or foreign) shall abide by and comply with the relevant Regulations, Norms, Notifications and Instructions issued by the Reserve Bank of India from time to time.
- (e) Matters relating to the grievances of students including legal matters relating to the collaboration shall be addressed by the Indian Educational Institution entering into academic collaboration.

4. Procedure for collaboration:-

Any Indian Educational Institution collaborating with a Foreign Educational Institution(s) shall have to enter into a written Memorandum of Understanding or Agreement with the Foreign Educational Institution concerned:

Provided that no Memorandum of Understanding or Agreement shall be entered into by an Indian Educational Institution collaborating with a Foreign Educational Institution unless the Indian Educational Institution concerned has obtained prior approval of the Commission;

Provided further, that after approval of the Commission, the Memorandum of Understanding or Agreement shall be signed by both the partnering institutions and a copy of such Memorandum of Understanding or Agreement shall be forwarded to the Commission and shall also be uploaded on its website by the Indian Educational Institution.

5. Procedure for approval:-

For approval, the following procedure is required to be fulfilled; namely-

- (a) The Indian Higher Educational Institution shall obtain the approval of its Board of Governors/Syndicate/ Executive Council for the academic collaboration with the foreign higher educational institution in accordance with the instructions of the Department of Higher Education, Government of India vide F.No. 6-2/2015-ICC dated 17th December, 2015 and its subsequent amendments, if any, issued from time to time.
- (b) The Indian Higher Educational Institution shall, thereafter, apply online on the dedicated University Grants Commission portal and also upload along with the application a digitally certified copy of draft Memorandum of Understanding/ Agreement and details about the Foreign Educational Institution including the infrastructure facilities, facilities available for instruction, faculty, specified fee, courses, curricula, requisite funds for operations for a minimum period of three years and other terms and conditions of collaboration, if any.
- (c) The draft Memorandum of Understanding or Agreement should incorporate the provision that the credits, awarded by the Indian Higher Educational Institution under the degree programs covered in the collaboration, shall be accepted by the Foreign Higher Educational Institution not only for the collaboration but for all other purposes, including academic mobility. Further, the minimum duration of the program of study, covered under the collaboration, in the Foreign Educational Institution shall not be less than two semesters for undergraduate programs and one semester for the postgraduate programs.

- (d) The Commission, after receiving the online application along with draft Memorandum of Understanding or Agreement shall acknowledge online the receipt of the application. Deficiencies in the proposal, if any, shall be communicated and additional documents, if any required, shall be asked for within a period of 30 working days.
- (e) Once the Commission is satisfied that the proposal is complete in all respects, the proposal shall be placed before the sub-committee of the Commission, referred to in the third proviso to Regulation 3(2)(b), for examining such proposals. The recommendations of the sub-committee shall be placed before the Commission which shall take the decision to issue a letter of approval, after considering various factors including quality of education, overall merit of the proposal, fees to be charged, credibility of the Foreign Educational Institution as well as Indian Educational Institution. In case the Commission does not approve the proposal, a letter of rejection shall be issued on the designated University Grants Commission portal by the Commission stipulating the reasons there for. All communications received from the applicants shall be responded to by the University Grants Commission within a period of 60 working days from the dates of their receipt.
- (f) The approval so granted shall be valid for two cycles of the minimum duration of the degree programmes covered under the collaboration or as specified otherwise.
- (g) The Indian Educational Institution shall apply, on the designated UGC portal, for renewal of approval, granted under these regulations, before six months of its expiration.

6 Miscellaneous conditions:-

The other conditions required to be fulfilled are -

- (a) A franchise arrangement, whether overtly or covertly, by whatever nomenclature used, between a Foreign Educational Institution and an Indian Educational Institution shall not be allowed under these regulations.
- (b) The University Grants Commission shall maintain an updated list of approved collaborating institutions on its website.
- (c) On commencement of these regulations, no Indian Educational Institution shall establish or operate its educational activity in India through collaboration with a Foreign Educational Institution leading to award of degree(s) without the express permission or approval of the Commission.
- (d) Within the country the degree of the student graduating from Indian Educational Institution, in collaborative arrangement with Foreign Educational Institution, shall be awarded only by the Indian Educational Institution and not by Foreign Educational Institution whatsoever. Joint degrees are not permitted. The degree awarded by the Indian Educational Institution shall carry its logo, seal and name alone as the awarding institution. The degree may incorporate a para that it is being awarded in collaboration with the Foreign Educational Institution to make it amply clear that the primacy and the award of the degree is by the Indian Educational Institution and that the degree awarded is not to be construed as a Joint Degree.

The transcripts of credits obtained at the Foreign Educational Institution shall be issued by that Institution, and when jointly signed by the Indian Educational Institution, shall form part of the transcripts. The Foreign Educational Institution may also sign the transcript of credits earned in the Indian Educational Institution.

7. Consequences of violation:-

- (a) The Commission shall, *suo motu* or on the basis of any complaint from any quarter may cause an inquiry, including physical inspection, of the collaborative arrangements and after having satisfied itself that the collaborating institution(s) is/are not functioning in accordance with these regulations, may revoke the approval for collaboration and while issuing such directions, the Commission shall ensure that the students, who have already enrolled for such course or programme are permitted to continue till they obtain requisite qualification;

Provided that before revocation of approval, an opportunity of being heard shall be given to the Indian Educational Institution concerned.

- (b) If the institution concerned is found to have violated these regulations, the Commission shall take action as provided under section 14 of the Act and shall also notify on its website and also through media that the programme(s) offered or conducted through the said collaborative arrangements are not in conformity with these regulations.
- (c) In case the Commission finds any Deemed to be University violating any of the provisions of these regulations, in addition to provisions made under clauses (a) and (b) above, the Commission may also recommend to the Central Government for withdrawal of Deemed to be University status.
- (d) If an Indian Educational Institution issues an advertisement that it is offering a degree from a Foreign Educational Institution, and this collaboration does not have the approval of the Commission, the Commission shall conduct a preliminary inquiry and on finding prima-facie evidence of fraud inform the appropriate Central and State agencies, along with evidence, for initiating penal action.
- (e) The Commission may also take further action against Indian Educational Institution(s) for violating the regulations.

8. Interpretation:-

- (a) Any question as to the interpretation of these regulations shall be decided by the Commission and its decision shall be final and binding in the matter.
- (b) The Commission shall have the power to issue clarifications to remove any doubt, difficulty or anomaly which may arise in regard to the implementation of these regulations.
- (c) Any dispute arising in relation to collaborative arrangement between Indian Educational Institution(s) and Foreign Educational Institution(s) shall be governed by the Indian law.

Dr. JASPAL SINGH SANDHU, Secy.

[ADVT.-III/4/Exty./164(113)]

**University Grants Commission
(Open and Distance Learning) Regulations, 2017.**

NOTIFICATION

New Delhi, the 23rd June, 2017

F. No. 2-4/2015 (DEB-III).—In exercise of the powers conferred by sub-section (1) of section 26 read with clause (j) of section 12 of the University Grants Commission Act, 1956 (3 of 1956) and in supersession of the University Grants Commission Regulations, (the minimum standards of instructions for the grants of first degree through nonformal/distance education in the faculties of Arts, Humanities, Fine Arts, Music, Social Science, Commerce and Sciences) Regulations, 1985 except as respect of things done or omitted to be done before such supersession, the University Grants Commission makes the following regulations, namely :—

PART - I

PRELIMINARY

1. Short title, application and commencement.—

- (1) These regulations may be called the University Grants Commission (Open and Distance Learning) Regulations, 2017.
- (2) These Regulations lay down the minimum standards of instruction for the grant of degree at the undergraduate and post-graduate levels, through Open and Distance Learning mode, and shall be in addition to and not in derogation of any other Regulations, Notifications, Guidelines or Instructions issued by the Commission from time to time.
- (3) These regulations shall apply to a University referred to under clause (f) of section 2 of the University Grants Commission Act, 1956, an Institution Deemed to be University under section 3 of the said Act, for all degree programmes of learning at the undergraduate and post-graduate level, other than programmes in engineering, medicine, dental, pharmacy, nursing, architecture, physiotherapy and programmes not permitted to be offered in distance mode by any other regulatory body.
- (4) These regulations shall come into force from the date of their publication in the Official Gazette.

2. Definitions.—In these regulations, unless the context otherwise requires—

- (a) “Academic session” means duration of twelve months beginning either in January or in the month of July of every year;
- (b) “Act”, means the University Grants Commission Act, 1956 (3 of 1956);
- (c) “Centre for Internal Quality Assurance” (CIQA) means a Centre as specified in **Annexure I** established by a Higher Educational Institution offering programmes in Open and Distance Learning mode for ensuring the quality of programmes offered by it through internal quality monitoring mechanism in accordance with the guidelines as specified in **Annexure II**;
- (d) “Commission” means the University Grants Commission established under the University Grants Commission Act, 1956 (3 of 1956);
- (e) “Credit” means the Unit award gained by a learner by study efforts of a minimum of thirty hours required to acquire the prescribed level of learning in respect of that Unit;
- (f) “Degree” means a degree specified under sub-section (3) of section 22 of the Act;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (g) “Examination Centre” means a place where examinations are conducted for the Open and Distance Learning mode learners and is having the requisite infrastructure and adequate manpower for smooth conduct of examinations, and adhering to such minimum standards as specified in **Annexure III**.
- (h) “Franchising” for the purpose of these regulations, means and includes the practice of allowing, formally or informally, any person or institution or organisation, other than the Higher Educational Institution recognised under these regulations for offering Open and Distance Learning programmes, to offer such programmes of study on behalf of or in the name of the recognised Higher Educational Institution, and the terms ‘franchise’ and ‘franchisee’ shall be construed accordingly;
- (i) “Higher Education” means such education, imparted by means of conducting regular classes or through distance education systems, beyond twelve years of schooling leading to the award of a Degree or Certificate or Diploma or Postgraduate Diploma;
- (j) “Higher Educational Institution” means a university covered under clause (f) of section 2 and an institution deemed to be a university covered under section 3 of the University Grants Commission Act, 1956, which is imparting by means of conducting regular classes or through Open and Distance Learning systems, higher education or research therein;
- (k) “Learner Support Centre” means a centre established, maintained or recognised by the Higher Educational Institution for advising, counselling, providing interface between the teachers and the learners, and rendering any academic and any other related service and assistance required by the learners;
- (l) “Learner Support Services” means and includes such services as are provided by a Higher Educational Institution in order to facilitate the acquisition of teaching-learning experiences by the learner to the level prescribed by or on behalf of the Commission in respect of a programme of study;
- (m) “Open and Distance Learning” mode means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using a variety of media, including print, electronic, online and occasional interactive face-to-face meetings with the presence of an Higher Educational Institution or Learner Support Services to deliver teaching-learning experiences, including practical or work experiences.
- (n) “Open University” means a University which imparts education through distance education or Open and Distance Learning mode using variety of Information and Communication Technology educational aids i.e. online education in the form of Open Educational Resources (OERs) or Massive Open Online Courses (MOOCs) etc.;
- (o) “Programme” means a course or programme of study leading to the award of a Degree at graduate and postgraduate levels in a higher educational institution including Certificate or Diploma or Post Graduate Diploma;
- (p) “Professional programmes” means a programme other than programmes in engineering, medicine, dental, pharmacy, nursing, architecture, physiotherapy and programmes not permitted to be offered in distance mode by any Statutory Councils or Regulatory Authorities to be conducted by the Higher Educational Institutions under Open and Distance Learning mode or Distance Education mode for the purpose of these regulations, if any, should be considered only if the same are approved by the respective Statutory Councils or Regulatory Authorities.

- (q) “Prospectus” includes any publication, whether in print or otherwise, issued for providing fair and transparent information, relating to a higher educational institution and programmes, to the general public (including to those seeking admission in such Higher Educational Institutions) by the management of such Higher Educational Institutions or any authority or person authorised by such Higher Educational Institutions to do so;
- (r) “Self Learning Material” means and includes contents in the form of course material, whether print or non-print, which is inter-alia self-explanatory, self-contained, self-directed at the learner, and amenable to self-evaluation, and enables the learner to acquire the prescribed level of learning in a course of study, but does not include textbooks or guide-books;
- (s) “Standalone Institutions” means those institutions which are not affiliated to any of the Universities under the provisions of the Act.

PART - II

RECOGNITION OF HIGHER EDUCATIONAL INSTITUTION FOR OPEN AND DISTANCE LEARNING PROGRAMMES

3. Recognition of Higher Educational Institutions offering programmes in Open and Distance Learning mode—

- (1) Every Higher Educational Institution offering a programme in Open and Distance Learning mode in pursuance of an approval granted to it for the purpose by the then Distance Education Council or by the Commission or by any other regulatory authority or intending to offer a programme in Open and Distance Learning mode from the academic session immediately after the notification of these regulations shall, for grant of recognition, make an application to the Commission in such form and manner as laid down in sub-regulation (2) on fulfilment of the following conditions, namely :—
 - (i) the Higher Educational Institution has the approval of the statutory bodies under the Act for offering the programme in Open and Distance Learning mode;
 - (ii) the Higher Educational Institution shall adhere to the policy of territorial jurisdiction as specified in **Annexure IV**;
 - (iii) the Higher Educational Institution other than an Open University, is offering similar programme in the conventional mode of classroom teaching;
 - (iv) a copy of such application is displayed on the website of the Higher Educational Institutions by way of self disclosure;
 - (v) that the application is accompanied by evidence of having prepared the self learning materials required for the programmes of study, duly approved by the statutory bodies of the Higher Educational Institutions empowered to decide on academic matters;
 - (vi) the application is accompanied by evidence of availability of Open and Distance Learning resources adequate for effective delivery of all the proposed programme(s) of study and the expected enrolment of students;
 - (vii) the application is accompanied by evidence of the preparedness for establishing Learner Support Centres, providing Learning Support Services, establishing Centre for Internal Quality Assurance, availability of the academic and other staff in the Unit and Learner Support Centres of the Higher Education, availability of qualified Counselors in the Learner Support Centres meeting such standards of competence as specified in **Annexure V**, and the administrative arrangements for supportive services for effective delivery of Open and Distance Learning;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (viii) the Higher Educational Institution has valid accreditation from National Assessment and Accreditation Council (NAAC) and has completed five years of existence:

Provided that this clause shall not be applicable to Open Universities till the time they become eligible for National Assessment and Accreditation Council accreditation and it shall be mandatory for Open Universities to get National Assessment and Accreditation Council accreditation within one year of their becoming eligible for the same:

Provided further that an institution Deemed to be a University so declared by the Central Government shall offer the Open and Distance Learning courses or programmes as per the extant Deemed to be a University Regulations and also notified by the University Grants Commission from time to time in the matter.

- (2) A Higher Educational Institution intending to offer a programme in Open and Distance Learning mode for academic session immediately after the notification of these regulations and for subsequent years shall, notwithstanding that it has obtained permission from the then Distance Education Council or by the Commission for offering a programme in Open and Distance learning mode for academic session immediately after the notification of these regulations and for subsequent years, shall make an on-line application in the format specified by the Commission, and upload the same on the specified portal along with scanned copy of the documents specified therein, at least six months before the commencement of the academic session of the programme intended to be offered by such Higher Educational Institution.
- (3) The Commission shall process the application received under sub-regulation (2) of regulations 3 in the following manner, namely:—
- (i) any deficiency or defect in the application shall be communicated by the Commission to the Higher Educational Institution preferably within one month from the date of receiving the application and the Higher Educational Institution shall be required to remove or rectify such deficiencies or defects with the necessary documents or information, if any within fifteen days;
 - (ii) where the Higher Educational Institution has made an application for offering programme (s) in Open and Distance Learning mode, notwithstanding that in respect of such programme(s) the Distance Education Council (DEC) or Commission had caused the inspection of the institute in the past or prior to coming into force of these regulations, the Commission may cause an inspection, in respect of such programme(s), of the Higher Educational Institutions at its discretion through an Expert Committee; and
 - (iii) the Commission shall examine the application with the help of an Expert Committee constituted by Chairman of the Commission and the recommendations of the Committee shall be placed before the Commission for its consideration.
- (4) After processing the application in the manner laid down under sub-regulation (3) of regulation 3, the Commission shall—
- (i) if it is satisfied that such Higher Educational Institution fulfils the conditions laid down and the quality parameters specified under these regulations, pass an order granting recognition to such Higher Educational Institutions for a period of five years in respect of such programmes as it may specify in the order, and subject to such conditions as it may specify:

Provided that while passing an order, where the Commission does not grant recognition in respect of one or more programmes, the Commission shall specify the grounds of such refusal in the order:

Provided further that before passing an order, the Commission shall provide a reasonable opportunity to the concerned Higher Educational Institution of being heard.

- (ii) if it is of the opinion that such Higher Educational Institutions does not fulfil the requirements laid down in clause (i) in respect of any of the programme intended to be offered by the Higher Educational Institution, pass an order refusing recognition to such Higher Educational Institution for reasons to be recorded in writing.
- (5) Every order granting or refusing recognition to a Higher Educational Institutions for programme(s) in Open and Distance Learning mode under sub-regulation (4) shall be communicated in writing for appropriate action to such Higher Educational Institutions and to the concerned State Government and the Central Government.
- (6) Every Higher Educational Institution, in respect of which recognition for programme(s) has not been granted by the Commission, shall discontinue the programme(s) in Open and Distance Learning mode with immediate effect.
- (7) No Higher Educational Institution shall offer a programme in Open and Distance Learning mode for academic session immediately after the notification of these regulations and for subsequent academic session and admit students thereto unless it has been granted recognition for the programme under clause (i) of sub-regulation (4).

Explanation—for the purpose of this regulations “Distance Education Council” means the Distance Education Council constituted under statue 28 under the Indira Gandhi National Open University Act, 1985 vide notification GSR No. 692 dated 22.11.1991 (which has since been repealed vide notification number IG/Admn(G)/DEC/2013/3148 dated 14.08.2013 published in Part III, Gazette of India dated 31.08.2013.

4 Withdrawal of recognition –

- (1) Where the Commission is, on its own motion or on any representation received from any person, or any information received from any authority or a statutory body, or on the basis of any enquiry or inspection conducted by it, satisfied that a Higher Educational Institution has contravened any of the provisions of these regulations or guidelines and orders made or issued thereunder, or has submitted or produced any information and documentary evidence which is found to be false at any stage or any condition subject to which recognition under clause (i) of sub-regulation (4) of regulation 3 has been granted, it may withdraw recognition of such Higher Educational Institution in respect of such programme(s) as it may specify, for reasons to be recorded in writing:

Provided that no such order against the Higher Educational Institution shall be passed unless a reasonable opportunity of making representation against the proposed order has been given to such Higher Educational Institution:

Provided further that the order withdrawing or refusing recognition passed by the Commission shall come into force with immediate effect.

- (2) If a Higher Educational Institution offers any programme in Open and Distance Learning mode after the coming into force of the order withdrawing recognition under sub-regulation (1) or where a Higher Educational Institution offering a programme

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in Open and Distance Learning before the commencement of these regulations, fails to obtain recognition under these regulations for offering programmes in Open and Distance Learning mode for academic session immediately after the notification of Regulations and subsequent academic sessions, the degree obtained pursuant to such programme or after undertaking a programme in Open and Distance Learning mode in such Higher Educational Institutions, shall not be treated as a valid qualification.

- (3) In the event of any Higher Educational Institution found offering programmes or courses in Open and Distance Learning mode without the approval of the Commission or in violation to any of the provisions of these regulations and guidelines or orders made thereunder, the Commission may —
 - (i) issue Show Cause Notice or withdraw the recognition for an academic session or withdraw the recognition, maximum up to next five academic sessions or withdraw the recognition permanently;
 - (ii) if, in spite of above, the Higher Educational Institution is found continuing the violations, a First Information Report may be lodged against the officials or management of the errant Higher Educational Institution to take action as per law.
 - (iii) withhold or debar from receiving University Grants Commission grants;
 - (iv) refer the matter to the State Government concerned or Central Government as the case may be; and
 - (v) take action as per the provisions of the Act or Rules or Regulations as applicable to the Higher Educational Institution.

5. Appeals –

- (1) Any Higher Educational Institution aggrieved by an order made under sub-regulation (4) of regulation 3 or withdrawal of recognition under sub-regulation (1) of regulation 4 may prefer an appeal to the Commission within a period of thirty days.
- (2) No appeal after the expiry of the period prescribed therefore shall be accepted.
- (3) Every appeal made under these regulations shall be accompanied by a copy of the order appealed against accompanied by such fees as may be prescribed by the Commission from time to time.
- (4) The procedure for disposing of an appeal shall be as laid down by the Commission from time to time.
- (5) The Commission may confirm or reverse the order appealed against.
- (6) The decision of the Commission shall be final and binding on the Higher Educational Institutions.

PART-III

MAINTENANCE OF INFRASTRUCTURAL, ACADEMIC AND OTHER QUALITY STANDARDS BY HIGHER EDUCATIONAL INSTITUTIONS

6. Systems Management: Structure and Processes—

- (1) A Higher Educational Institution shall have a designated School or Centre of Distance Education for operationalising the programmes in Open and Distance Learning mode, which shall be headed by a regular functionary not below the rank of a Professor and shall have appropriate and adequate academic, technical, administrative staff and infrastructural resources as specified in **Annexure VI**.

- (2) A Higher Educational Institution shall plan, implement, coordinate and monitor operationalisation and quality assurance of the programmes in Open and Distance Learning mode, including monitoring the conduct and programme delivery by the Learner Support Centres and shall ensure adherence to the regulations and guidelines of the Commission and other regulatory authorities.

7. Self-regulation through disclosures, declarations and reports—

- (1) A Higher Educational Institution offering programmes in Open and Distance Learning mode shall display on its website a declaration by an authorised signatory, not below the rank of the Registrar, authenticating that the following documents have been uploaded on the Institute website, namely:—
 - (i) 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 programmes in Open and Distance Learning mode;
 - (ii) copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities;
 - (iii) programme details including brochures or programme guides inter alia information such as name of the programme, duration, eligibility for enrolment, programme fee, programme structure etc.;
 - (iv) 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.;
 - (v) important schedules or date-sheets for admissions, registration, re-registration, counseling, assignments and feedback thereon, examinations, result declarations etc.;
 - (vi) 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;
 - (vii) 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;
 - (viii) information regarding any new programmes launched and those proposed for the next two years;
 - (ix) data of year-wise or programme-wise student enrolment details and degrees or certificates or diplomas or post graduate diplomas awarded;
 - (x) 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.;
 - (xi) a compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of 'on-line' interaction with learners providing hyperlink support;

- (xii) list of the 'Learner Support Centres' along with the number of students 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;
- (xiii) list of the 'Examination Centres' along with the number of students in each centre; and
- (xiv) period of the admission process along with the academic session and dates of the term end examinations.

8. Quality Assurance—

- (1) A Higher Educational Institution offering programme(s) in Open and Distance learning mode shall, take the following steps, namely :-
 - (i) establish a Centre for Internal Quality Assurance exclusively for programmes in the Open and Distance Learning mode within one year from the coming into force of these regulations;
 - (ii) follow the Quality Assurance Guidelines on learning materials in multiple media, human resources, curriculum and pedagogy, as specified by the Commission in **Annexure VII** or by any other agency authorised by it for prescribing such guidelines, and shall post its quality assurance mechanism on the website;
 - (iii) take adequate measures for training and capacity building of its teaching and administrative staff and counselors at regular intervals;
 - (iv) shall ensure that the quality of programmes of study offered through Open and Distance Learning mode are maintained at par with standards obtaining in the conventional mode of class-room teaching as provided by the Commission or the appropriate statutory authority;
 - (v) shall award only such degrees as specified under section 22 of the Act, and permitted in the Order of recognition under clause (i) of sub-regulation (4) of regulation 3. However, the Higher Educational Institutions may continue to offer Certificate or Diploma or Post Graduate Diploma programmes subject to the condition that all the Certificate or Diploma or Post Graduate Diploma programmes are duly approved by the statutory authorities or bodies of the respective Higher Educational Institutions and the delivery mechanism conforms to the quality standards of the Open and Distance learning education as specified by the Higher Educational Institutions and further, the Higher Educational Institutions may offer Certificate or Diploma or Post Graduate Diploma in professional programmes (other than in engineering, medicine, dental, nursing, pharmacy, architecture and physiotherapy etc. and programmes not permitted to be offered in distance mode by any other regulatory authority) subject to the condition that the concerned Higher Educational Institution has already obtained or received the requisite approvals from the concerned statutory regulatory authorities or councils before the actual start of such courses or programmes through Open and Distance Learning mode;
 - (vi) the Higher Educational Institutions shall have to exhibit the copies of the approval letters duly obtained or received from the concerned statutory regulatory authority or council to run the professional courses or programmes on the Higher Educational Institutions website as well as against the name of the each professional Certificate or Diploma or Post Graduate Diploma programmes in the brochure or bulletin of the respective Higher Educational Institution and inform the same to the University Grants Commission from time to time in the matter:

Provided that in case of violation of these regulations, the provisions specified under sub-regulation (3) of regulation 4 shall apply; and

- (vii) shall ensure that the academic and instructional facilities at its Learner Support Centres, and information resources for on-line delivery of programmes meet the guidelines laid by the Commission from time to time, and are commensurate with the number of programmes and enrolments thereto.
- (2) A Higher Educational Institution offering programme in Open and Distance Learning mode shall, in order to facilitate the pace of learning and multiple choice for learners, prepare Self Learning Material taking into consideration the following, namely :—
 - (i) Self Learning Material has clearly stated objectives, intended learning outcomes, study guidance and advice for the learners as to how to optimally use the material and suggestive related reference material to enhance the learning experience, and linkage within the text with other media (for digital SLM) is maintained for easy referencing and progress;
 - (ii) Self Learning Material developed and offered by it is self-explanatory, self-contained, illustrative, easily comprehensible, and in manageable modules such as units and blocks;
 - (iii) Self Learning Material provides adequate mechanism for the learners to provide feedback on their understanding of the subject;
 - (iv) Self Learning material is revised periodically from the perspective of improving quality and learner support; and
 - (v) Guidelines on preparation of Self-Learning material as shown in **Annexure VIII**:
Provided that a Higher Educational Institution shall prepare the Self Learning Material only after approval of the Programme Project Report:
Provided further that no programme in Open and Distance Education mode shall be launched by a Higher Educational Institution unless it has prepared the Self Learning Material taking into consideration the above factors.

9. Teachers and Academic staff working in Higher Educational Institutions—

- (1) Teacher and equivalent academic positions in the School or Centre for distance education Learner Support Centres shall be appointed or as per the minimum qualifications laid down in the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in the Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2010 as modified; and there shall be positions for Assistant Professor, Associate Professor and Professor in the School or Centre for Distance Education for performing academic functions.
- (2) Every teacher, beside his or her academic responsibilities shall participate in teaching, curriculum and course material development undertake examination or test or evaluation or invigilation work, general assistance to learners in removing their academic difficulties, and participate in extracurricular and institutional support activities as required.
- (3) The workload of a teacher shall take into account teaching, research and extension activities, preparation of lessons, evaluation of assignments, term papers etc. and shall be in accordance with the guidelines issued by the Commission from time to time:
Provided that the time spent on extension work where it forms an integral part of the course specified shall count towards the teaching load.

- (4) The number of full time teachers, academics and other administrative and technical staff shall be provided, keeping in view the type of programme offered as per guidelines issued by Commission from time to time.
- (5) The details of the faculty in the School or Centre for Distance Education of the Higher Educational Institutions and in the Learner Support Centres shall be declared on the website of the HEI and linked to Aadhaar details or other Government identifiers.

10. Use of technology—

- (1) A Higher Educational Institution offering programme(s) in Open and Distance Learning mode shall take such measures as are necessary to blend Information Communication Technologies (ICT) including those developed by national mission on education through Information and Communication Technology, for enhancing effectiveness of teaching – learning process, and administrative functioning and for maintenance of updated information at all times in respect of status of admissions, registration, for managing teaching-learning activities through on-line support for interactive learning with learner feedback, to facilitate the use of Open Educational Resources (OER), Massive Open Online Courses and for continuous as well as comprehensive evaluation, certification, and other aspects of student support.
- (2) A Higher Educational Institution may allow up to twenty percent of the total courses being offered in a particular programme in a semester through the Online Learning courses/Massive Open Online Courses as per University Grants Commission (Credit Framework for Online Learning Courses through SWAYAM) Regulations, 2016.

11. Programme Launching Process and Approval—

- (1) Every Higher Educational Institution offering programme in Open and Distance Learning Mode shall publish on its website complete details of each programme on offer including fee structure, minimum eligibility condition for admission as prescribed by Commission from time to time, schedules of activities and academic calendar viz. dates for registration, reregistration, counseling sessions, assignment submissions, receipt of feedbacks on assignments, examination, list of Learner Support Centres for different programmes.
- (2) Before offering any programme, the Higher Educational Institution shall prepare a Programme Project Report for each programme which shall include the following, namely :—
 - (i) information on relevance of programme to the Institution's mission and goals, objectives of the programme, nature of prospective target group of learners, and appropriateness of Open and Distance Learning mode for acquiring specific competencies or skills;
 - (ii) instructional design which shall include duration of programme(s), faculty and support staff requirements, instructional delivery mechanisms, identification of media – print, audio or video, online, computer aided, and student support service systems;
 - (iii) procedure for admissions, curriculum transaction and evaluation;
 - (iv) details of laboratory support required for the programme(s), if any;
 - (v) library Resources;
 - (vi) cost estimate of the programme and the provisions therefor, indicating the amount assigned for programme development, delivery and maintenance;

- (vii) quality assurance mechanism and expected programme outcomes;
 - (viii) curriculum and detailed syllabi of the programme(s); and
 - (ix) guidelines on launching programme(s) design, development and any such matters as specified by the Commission in **Annexure IX** and other regulatory bodies which shall be followed by the Higher Educational Institutions.
- (3) The Programme Project Report shall be approved by the appropriate authority of the Higher Educational Institutions, which shall put in place a monitoring mechanism to ensure its proper implementation.

PART-IV

ADMISSIONS, EXAMINATIONS AND LEARNER SUPPORT

12. Admission and fees—

- (1) In order to provide opportunities for Higher Education to a larger segment of the population and to promote the educational well being of the community in general, the fee structure shall be devised by the Higher Educational Institutions in such a manner that it is affordable to all the stakeholders and the Higher Educational Institutions shall comply with the following:—
- (a) 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 and charges —
 - (i) as may be fixed by it and declared by it in the prospectus for admission, and on the website of the HEI;
 - (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.
 - (b) 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 HEI.
 - (c) 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 Government or State Government:
Provided that a Higher Educational Institution shall not engage in commercialisation of education in any manner whatsoever, and shall provide for equity and access to all deserving learners.
 - (d) 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 headquarters of the Higher Educational Institution which shall be solely responsible for final approval relating to admissions or registration of students:
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. (e) Every Higher Educational Institution shall –

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- (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; and
 - (iv) be liable to produce such record, whenever called upon to do so by any statutory authority of the Government under any law for the time being in force.
- (f) 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, namely :—
- (i) 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, and the other terms and conditions of such payment;
 - (ii) the percentage of tuition fee and other charges refundable to a learner admitted in such Higher Educational Institutions in case such learner withdraws from such Higher Educational Institutions before or after completion of course or programme of study and the time within, and the manner in, which such refund shall be made to the learner;
 - (iii) 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;
 - (iv) the conditions of eligibility including the minimum age of a learner in a particular course of programme of study, where so specified by the Higher Educational Institution;
 - (v) 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 no such qualifying standards have been specified by any statutory authority;
 - (vi) 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 course or programme of study and the amount of fee to be paid for the admission test;
 - (vii) 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 part time or visiting or contractual basis;
 - (viii) pay and other emoluments payable for each category of teachers and other employees;
 - (ix) 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 by learners on being admitted to the HEI;
 - (x) 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; and

- (xi) 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 shall be notified separately:
Provided that the Higher Educational Institution shall publish informations referred to in clause (i) to (xi) 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 Institutions admission prospectus and the admission process shall necessarily be over prior to the beginning of the session:
Provided further that the Higher Educational Institution may publish prospectus at any time before the expiry of sixty days.
- (g) No Higher Educational Institution shall, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a course or programme of study conducted by it.
- (h) 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.
- (i) No Higher Educational Institution, who has in its possession or custody, of any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such Higher Educational Institutions, shall refuse to return such degree, certificate award or other document with a view to induce or compel such person to pay any fee or fees in respect of any course or programme of study which such person does not intend to pursue or avail any facility in such Higher Educational Institution.
- (j) 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 Institutions, no Higher Educational Institution in that case shall refuse to refund such percentage of fee deposited by such learner and within such time as has been mentioned in the prospectus of such Higher Educational Institution.
- (k) No Higher Educational Institution shall, issue or publish—
- (i) any advertisement for inducing learners for taking admission in the Higher Educational Institution, claiming to be recognised by the appropriate statutory authority or by the Commission where it is not so recognised; 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 performance, 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 to be misleading.
- (l) 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 from the academic session specified in the recognition order:
Provided that enrolment of learners to the Higher Educational 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.

13. Evaluation and Certification—

- (1) The Higher Educational Institution shall adopt the guidelines issued by the Commission from time to time in regard to the conduct of examinations.
- (2) There shall be home assignments, students' response sheets, contact programmes and semester or year-end examination, and the marks or grades obtained in home assignment and response sheets shall be shown separately in the grade card.
- (3) A Higher Educational Institution offering Open and Distance Learning Programmes shall have a mechanism well in place for evaluation of learners enrolled through Open and Distance Learning mode and their certification.
- (4) A Higher Educational Institution offering a Programme in Open and Distance Learning mode shall adopt a rigorous process in development of question papers, question banks, assignments and their moderation, conduct of examination, evaluation of answer scripts by qualified teachers, and result declaration, and shall so frame the question papers as to ensure that no part of the syllabus is left out of study by a learner.
- (5) 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 shall be conducted in the examination centre approved by the Higher Educational Institution.
- (6) 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 examination or term 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 the programme 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%.
- (7) The 'Examination Centre' shall be established within the territorial jurisdiction of the Higher Educational Institutions, subject to the following:—
 - (i) The Examination Centre shall be located in Government schools such as Navodaya Vidyalaya, Kendriya Vidyalaya, Sainik school etc. including approved affiliated colleges under the University system in the country and no Examination Centres shall be allotted to any private organisations or unapproved Higher Educational Institutions.
 - (ii) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure and biometric system and 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 concerned Higher Educational Institution.
 - (iii) The Higher Educational Institution shall retain all such Closed-Circuit Television recordings in archives for a minimum period of ten years.
 - (iv) The attendance of examinees shall be authenticated through biometric system as per Unique Identification Authority of India (UIDAI) records or Unique Identification Number (UIN), issued by the University.

- (v) 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.
- (8) The Learner Support Centres, within the territorial jurisdiction, may also be used as examination centres provided they fulfil the criteria of an examination centre and it shall be mandatory for the Higher Educational Institution to mention the name and place of 'Learner Support Centre' and of 'Examination Centre' on all the certificates or mark sheets issued to the students.
- (9) 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 the 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.
- (10) 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 end of the programme or course) issued by it.

14. Learner Support Centre—

- (1) A Higher Educational Institution offering programme in Open and Distance mode shall, within one year from the date of commencement of these regulations, ensure that a Learner Support Centre is established only in a college or institution affiliated to a University or in a government recognised Higher Educational Institution offering programmes in the same broad areas having the necessary infrastructure and human resources for offering the programme:

Provided that a Higher Educational Institution may establish a special Learner Support Centre for imparting instruction to persons referred to in the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995, the National Trust for Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disability Act, 1999 and other persons in difficult circumstances, including jail inmates:

Provided further that a Learner Support Centre shall not be set up under a franchisee agreement in any case.

- (2) A Learner Support Centre shall be the contact point or centre managed by the Higher Educational Institution for providing academic as well as administrative support to its learners, and shall perform such other functions as specified in **Annexure X**.
- (3) The Learner Support Centre shall be headed by a Coordinator who shall be a regular teacher not below the rank of a qualified Assistant Professor of the concerned College or Higher Educational Institution and assisted by the counselors as decided by the Higher Educational Institution.
- (4) The Higher Educational Institution shall have a Standard Operating Procedure for the smooth functioning of the Learner Support Centre which shall include functions of the Learner Support Centres and its different functionaries, monitoring mechanism of different services provided by the Centre, and it shall be mandatory for the Learner Support Centre to maintain the learner data related to conduct of counseling sessions, evaluation of assignments and grievance redressal.

15. Learner Support Services –

- (1) A Higher Educational Institution offering programmes in Open and Distance Learning mode shall have guidelines for learner support services which is made available to all Learner Support Centres and accessible to the learners.
- (2) The learner support services to be provided by the Higher Educational Institution shall include the following, namely:—
 - (i) pre-admission counselling for prospective learners to provide information to facilitate them in taking an informed decision on joining a specific programme;
 - (ii) support for admission related matters;
 - (iii) details of study material and information shall also be available on the website of the Higher Educational Institution;
 - (iv) arrangement to ensure the delivery of study material to learners within a fortnight from the date of admission.
 - (v) A full time dedicated help desk well versed with the learner information data base providing single window services for all learner related queries.
- (3) The University Grants Commission (Grievance Redressal) Regulations, 2012 shall be adopted and operationalised by the Higher Educational Institution, and the Higher Educational Institution shall institute a system of Grievance Redressal, in accordance with the guidelines specified in **Annexure XI**.
- (4) The Higher Educational Institution shall provide facilities for on-line guidance and counselling facilities to the learners.
- (5) The Higher Educational Institution shall create ‘on-line’ discussion forum for learners.
- (6) The ‘Self Learning Material’ in printed form shall be provided compulsorily to the learners and in addition, the Higher Educational Institution may provide additional learning resources through on-line mode, Compact Disks etc.

PART-V

ASSESSMENT, ACCREDITATION, AUDIT, INSPECTION AND MONITORING

16. Assessment, Accreditation and Audit—

- (1) A Higher Educational Institution offering programmes in Open and Distance Learning mode shall comply with University Grants Commission (Mandatory Assessment and Accreditation of Higher Educational Institutions) Regulations, 2012 and in any case shall apply for assessment and accreditation under those regulations for assessment and accreditation of the programmes offered by it in Open and Distance Learning mode:
Provided that this sub-regulation shall not be applicable to Open Universities till the time they become eligible for National Assessment and Accreditation Council accreditation shall be mandatory for Open Universities to get National Assessment and Accreditation Council accreditation within one year of their becoming eligible for the same.
- (2) A Higher Educational Institution recognised under these regulations for imparting programmes in Open and Distance Learning mode shall get all its programmes assessed through the Centre for Internal Quality Assurance once in a year in the format prescribed by the Commission and the report on quality assurance shall, before the end of the academic year, be prominently placed on its website and a copy furnished to the Commission.

17. Powers of inspection and calling for information –

- (1) The Commission shall periodically review the performance of the Higher Educational Institution and for the purpose may direct the Higher Educational Institution to provide such information as it may require from the viewpoint of ensuring adherence of the regulations by the Higher Educational Institution, and the Higher Educational Institution shall be under obligation to provide such information in such time period as may be specified.
- (2) Where the Commission, either suo motu or on the basis of information received by it, considers it necessary, for reasons to be recorded in writing, may cause an inquiry through inspection or otherwise by such body of experts or as it may deem fit, to satisfy itself that all the mandatory requirements under these regulations are being complied with by the Higher Educational Institution imparting programmes in Open and Distance Learning mode and take appropriate action to get compliance enforced against the erring Higher Educational Institution.

PART-VI

MISCELLANEOUS

18. Authority –

- (1) The Commission may authorise the officials of the Commission to perform various functions for implementing these regulations.
- (2) For the purposes of regulation 4, the Commission may delegate its power to hear and decide appeal to such person or persons, including officials of the Commission, as it may specify in writing.

19. Savings –

- (1) Nothing in these regulations shall prejudicially affect a Higher Educational Institution in regard to the programme in Open and Distance Learning mode offered by it under permission of the Distance Education Council or the Commission, the students admitted in such programmes, and the Degrees or Diplomas or Post Graduate Diplomas in Open and Distance Learning mode awarded under permission of the then Distance Education Council or of the Commission, prior to coming into force of these regulations.
- (2) Certificates or Diplomas or Post Graduate Diplomas awarded by the Standalone Institutions which also have been approved by the Commission based on the policies of the then Distance Education Council of the Indira Gandhi National Open University for running Open and Distance Learning programmes till the academic session as specified in the recognition letters already issued at the level of the Commission shall remain valid programmes in the field of Open and Distance Learning mode of education and once the recognition period to these Standalone Institutions ceases, such Institutions cannot offer Open and Distance Learning programmes; provided, they shall be free to get converted their Standalone Institution status to University or Deemed to be University for the purpose of these Open and Distance Learning regulations, failing which, the Commission shall not accord any approval to the Open and Distance Learning programmes of Standalone Institutions.

20. Interpretation Clause –

In the event of conflict of opinion with regard to interpretation of these regulations, the opinion of the Commission shall be final.

JASPAL S. SANDHU, Secy., UGC

[ADVT.-III/4/Exty./122/17]

Centre for Internal Quality Assurance (CIQA)

Objectives and Functions:

1. The objective of establishment of Centre for Internal Quality Assurance (CIQA) is to develop and put in place a comprehensive and dynamic internal quality assurance system to provide high quality programmes of higher education in the Open and Distance Learning mode. Its functions would inter alia include the following:-
 - (i) To maintain quality in the services provided to the learners.
 - (ii) To ensure continuous improvement in the entire operations of the Higher Educational Institution.
 - (iii) To identify the key areas in which the Higher Educational Institution should maintain quality.
 - (iv) To disseminate information on quality assurance.
 - (v) To devise mechanisms for interaction and obtaining feedback from various Departments or Centres or Schools in the Higher Educational Institution.
 - (vi) To suggest to the authorities of the Higher Educational Institution, measures for qualitative improvement.
 - (vii) To ensure the implementation of its recommendations through regular monitoring.
 - (viii) To ensure participation of all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government in quality improvement processes.
 - (ix) To prepare Programme Project Report and ensure another launch of programme(s).
 - (x) Collection, collation and dissemination of accurate, complete and reliable statistics about the quality of the programme(s).

Activities of Centre for Internal Quality Assurance:

2. To fulfill the above objectives the Centre for Internal Quality Assurance shall -
 - (i) prepare a Programme Project Report for each programme according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme;
 - (ii) get the Programme Project Report approved by the appropriate authority of the Higher Educational Institution and the Commission before launch of the programme;
 - (iii) oversee the development of Study Learning Material (SLM), integration of Information and Communication Technology (ICT), setting up of Learning Centres and coordination with the parent institution and relevant Regulatory authorities;
 - (iv) put in place monitoring mechanism to ensure the proper implementation of Programme Project Reports;
 - (v) design annual plans for quality level enhancement at the level of the Higher Educational Institution and ensure their implementation;
 - (vi) arrange for feedback responses from students, employers and other stakeholders for quality related institutional processes;
 - (vii) develop quality benchmarks or parameters for the various academic and administrative activities of the Higher Educational Institution;
 - (viii) obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (ix) organise workshops or seminars on quality related themes and Higher Educational Institution wise dissemination of the proceedings of such activities;
 - (x) suggest restructuring of programmes in order to make them relevant to the job market;
 - (xi) develop and implement innovative practices in major areas leading to quality enhancement in services to the learners;
 - (xii) create learner centric environment rather than institution centric environment;
 - (xiii) cultivate creativity and innovation in the faculty and staff;
 - (xiv) adopt measures to ensure internalisation and institutionalisation of quality enhancement practices through periodic accreditation and audit;
 - (xv) conduct or encourage system based research to bring about qualitative change in the entire system;
 - (xvi) coordinate between the Higher Educational Institution and the Commission for various quality related issues or guidelines;
 - (xvii) record activities undertaken on quality assurance in the form of an annual report; and
 - (xviii) to coordinate recognition and accreditation of the Higher Educational Institution.
- 3 It will be mandatory for all Higher Educational Institution to submit Annual Reports to its Statutory Authorities or Bodies about the activities undertaken by Centre for Internal Quality Assurance during the financial year.

Establishment of Centre for Internal Quality Assurance:

4. The Centre for Internal Quality Assurance will be established in all Higher Educational Institutions offering programmes in Open and Distance Learning mode and should be headed by a full-time Director, being a senior academician of the rank of Professor, who shall be supported by adequate number of academic and other staff.
5. A Centre for Internal Quality Assurance Committee should be constituted which shall be chaired by its Director, and consisting of academic staff and internal quality auditors nominated from various functions or departments of the Higher Educational Institution. It shall perform following functions:-
- (i) decide policies for programme development methodology and programme delivery mechanism that are aligned with the vision and mission of the Higher Educational Institution;
 - (ii) advice on any issues related to programme development, Information and Communication Technology intervention and implementation, learning and teaching, collaboration referred to the Committee;
 - (iii) supervise academic approval and related modification procedures and to ensure that programmes satisfy stated design requirements and academic standards appropriate to the type and level of award as per philosophy of the Open and Distance Learning mode of education;
 - (iv) promote automation of academic and administrative activities of the Higher Educational Institution, Regional Centres and Study Centres or Learning Support Centres;
 - (v) oversee and report on the effectiveness of systems for self-evaluation and monitoring;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (vi) appoint external subject experts or agencies or organisations for validation and annual review of its in-house process, its Learner Support Centres, Open and Distance Learning mode programmes etc.;
- (vii) appoint third party auditing bodies for quality audit of programme(s);
- (viii) approval of Self-Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution;
- (ix) promote collaboration and association for quality enhancement of Open and Distance Learning mode of education and research therein; and
- (x) encourage industrial involvement and industry-institution linkage for providing exposure to the learners.

QUALITY MONITORING MECHANISM

The guidelines on quality monitoring mechanism are required to be adopted by the Centre for Internal Quality Assurance for conducting institutional quality audits, to promote quality assurance and enhance as well as spread best-in-class practices of quality assurance. Quality monitoring needs to be addressed under the following broad areas, namely:-

(a) Governance, Leadership and Management

This relates to the policies and practices of Higher Educational Institutions (HEIs) in the matter of planning, human resources, recruitment, training, performance appraisal, financial management and the overall role of leadership, with a focus on the following key aspects :

- (i) **Organisation Structure and Governance:** The Higher Educational Institution is ultimately responsible for quality programmes and learning outcomes. Therefore, it is required that the Institution should fill all required positions in the Directorate or Centre or Department and in the Learner Support Centres as prescribed by the Commission, and establish a credible governance system.
- (ii) **Management:** Effective leadership by setting values and participative decision-making process is the key to achieve the vision, mission and goals of the Higher Educational Institution. Therefore, it is required to assess and review the organisational culture to support the management and leadership of the institution to achieve such vision, mission and goals.
- (iii) **Strategic Planning:** The leadership of the Higher Educational Institution is expected to provide clear vision and mission. Its functions are to be governed by the principles of participation and transparency. Therefore, the Higher Educational Institution is expected to do strategic planning of its activities and implementing by aligning those with academic and administrative aspects to improve the overall quality.
- (iv) **Operational Plan, Goals and Policies:** The Higher Educational Institutions derives the operational plan from its strategic plan that defines targets and measures of the programmes to be achieved by the Institution. The Operational Plan is used as a guideline for the annual planning of programs and activities. The Higher Educational Institution needs to have well defined goals which are realistic and measurable. Equally important is to have well-defined policies that are in sync with its strategic plan and are realistic and achievable. The Higher Educational Institution needs to have clearly stated guidelines in the implementation of its policies and plans. Further, the institution needs to have a transparent and accountable system for its policies and planning that are well communicated to its stakeholders.

(b) Articulation of Higher Educational Institutions Objectives

The Higher Educational Institutions are expected to provide holistic and quality education with a professional focus, the creation of knowledge and innovation, and the practical application of the knowledge to support the business and professional community. Accordingly, the Higher Educational Institution should articulate a clear vision, mission, ethos and broad strategy consistent with the goals to strengthen its position for offering programmes in Open and Distance Learning mode.

(c) Programme Development and Approval Processes

This area of concern relates to programme development and approval mechanism for the programme(s) to be launched, covering the following key aspects:

- (i) **Curriculum Design:** The Higher Educational Institution plays the foremost role in the curriculum design and development of learning content and therefore, it is expected to have processes, systems and structures in place to carry these responsibilities. Curriculum design is a process of developing appropriate need-based curriculum in consultation with expert groups, based on the feedback from stakeholders, resulting in the development of relevant programmes with flexibility, to suit the professional and personal needs of the learner and realisation of core values. The key aspect is also to consider the good practices of the Institution in initiating a range of programme options and courses that are relevant to the local needs and in tune with the emerging national and global trends.
 - (ii) **Curriculum Planning and Implementation:** It is required that the Higher Educational Institution shall have specific implementation plans for identifying the time to be spent on specific components of the implementation phase. It is the basis for the effectiveness of the programme(s) and their usefulness as a whole.
 - (iii) **Academic Flexibility:** Academic flexibility is the key feature of the Open and Distance Learning mode of education and refers to freedom in the use of the time-frame of courses, vertical mobility, and inter-disciplinary options facilitated by curricular transactions. Therefore, the Higher Educational Institution shall adopt proper strategies for imparting academic flexibility.
 - (iv) **Learning Resource:** Learning Resource is a key component of the Open and Distance Learning mode of education. Learning resource can be of print and digital mode. Considering the need of blended learning, the Higher Educational Institution should also develop e-resources for the learner to refer and study. There is no or very little interaction of teachers with the learners, the content and structure of learning resources play a vital role in the Open and Distance Learning mode of education. Therefore, it is required that each Higher Educational Institution shall ensure the quality of learner resources and their periodical review. While deciding on the appropriateness of the media and the technologies, the Higher Educational Institution should take into consideration various factors – the media and technology utilised matches the course content in order to enhance and expand learning, and to match to the learners' needs; that these are accessible, practical and equitable, and cost effective to the learners.
 - (v) **Feedback System:** The process of revision and redesign of curricula shall be based on recent market dynamics, industrial developments, research and feedback from the stakeholders including learners. The feedback from all stakeholders in terms of its relevance and appropriateness in catering to the needs of the society, economy and environment are also considered in this key aspect.
- (d) **Programme Monitoring and Review**
- The Higher Educational Institution shall plan and execute programme monitoring review system which should include a programme management structure, annual programme reviews, external benchmarking, channels for collecting learner feedback, and development of improvement plans and actions to close the feedback. To maintain the quality of academic programme, it is required to conduct periodical internal reviews. For such reviews the Institution shall also consider the achievements of learning outcomes that are assessed through the examination system.

(e) Infrastructure Resources

This criterion seeks to elicit data on the adequacy and optimal use of the facilities available in a University or Institution to maintain the quality of academic and other programmes – physical facilities, library (or e-library), Information Technology infrastructure, etc. It also requires information on how every constituent of the Institution; the learners, teachers or Counselors and staff - benefits from these facilities.

(f) Learning Environment and Learner Support

The learner support unit is responsible for the delivery of services to all learners. The learner support services including library services shall be accessed electronically by the learner. “Physical library” and classroom environment is the core requirement for programme delivery through offline and blended mode. Additionally, Higher Educational Institution shall establish virtual facilities as component of the learning environment which are focused around the pedagogical use of modern educational practices to support blended learning. Learner Support Services shall be provided through the campus-wide portal and e-Learning platform. The Institution shall take a more sophisticated approach to the use of Information and Communication Technology and expertise in e-learning. The approach shall provide a seamless learner-centred environment.

(g) Assessment & Evaluation

Learning outcomes are the specifications of what a Learner shall learn and demonstrate on successful completion of the course or the programme. It can also be seen as the desired outcome of the learning process in terms of acquisition of the skills and knowledge. They are embedded in the curriculum. Achieving Learning Outcomes needs specific experiences to be provided to the Learner and evaluation of their attainment. The Institution needs to ensure that the purposes of assessment are clearly described in the course materials, and the learners are able to access some of the assignments. A programme that states Learning Outcomes that are not evaluated or assessed gets neglected in implementation. Hence all the stated Learning Outcomes must be part of the evaluation protocol of the programme. Learner assessment provides an indication of the areas where learning has happened and where it has to be improved upon. The Higher Educational Institutions shall execute the assessment and evaluation through varied assessment tools including multiple choice questions, projects, reports, case-studies, presentations, and term-end examinations, to suit the different learning outcomes expected of the course elements. The Higher Educational Institutions shall have proper assessment and moderation system for assessing the learning outcomes of learners.

(h) Teaching Quality and Staff Development

The Higher Educational Institutions shall have a well established structure for promoting quality counseling and provide staff development programmes and activities to encourage academic staff to improve teaching and learning. The Higher Educational Institution should provide the support for the academic staff in understanding and implementing the institutional learning outcomes and subject learning outcomes. The Institution also needs to ensure that the academic staff is conversant with formative and summative assessment procedures and their importance in the learning process.

Process of Quality Audit

- (A) **Academic Planning :** The main purpose of academic planning is to ensure that the overall portfolio of delivered programmes offered by the Higher Educational Institutions is relevant to market needs, reflects the Institution's strategic direction and offers a high quality 'value-added' learner experience. Academic planning promotes robust and appropriate procedures to help ensure that every new programme starts with the best chance possible to admit and retain viable learner cohorts. The Institution has a streamline modification process to support staff in ensuring that the curriculum remains up to date. The guiding principle behind this process is that all relevant stakeholders are communicated and consulted with and learners' needs are assessed while launching new programmes.
- (B) **Validation :** The main purpose of validation is to assure the Higher Educational Institution that a new programme is academically viable, that academic standards have been appropriately defined and that it will offer learners the best opportunity to learn.
- (C) **Monitoring, evaluation and enhancement plans :** Across the Higher Educational Institution, there would be various levels from where the reports are being generated to ensure quality deliverance of the Open and Distance Learning programmes and their final outcomes. The same are described as follows :
- (i) **Reports from Learner Support Centre :** The Higher Educational Institution shall collect the report of academic activities and other related activities periodically from Learner Support Centres. There should be details of all the activities related to academic planning, counseling, learner support, etc. The Higher Educational Institution shall adopt the technological solutions for easy receipt of these reports. These reports will be the base for the quality audit.
 - (ii) **External examiner or other external agencies report:** Programme development teams and Centre for Internal Quality Assurance team shall consider the comments made by experts and third party of quality audit. The Higher Educational Institution shall also encourage to consider the adoption of identified good practices that will benefit and develop the programme.
 - (iii) **Systematic consideration of performance data at programme, faculty and Higher Educational Institution levels :** In order to make a meaningful evaluation and audit, the Higher Educational Institution needs easy access to performance monitoring information such as course pass rates, learner entry profiles and progression and achievement reports. These shall be produced and available through web-based application. The data collected through the application will be useful for report making at the Higher Educational institution.
 - (iv) **Reporting and Analytics by the Higher Educational Institution:** Further, the Higher Educational institution shall generate the required reports out of such web-based applications and analyze learner and academic analytics for deciding the improvements to be executed for stronger performance.
 - (v) **Periodic Review :** The Higher Educational institution needs to have an effective system for soliciting feedbacks from the stakeholders regularly to improve its programmes. There is a need for an integrated quality assurance system for its programmes and implementation units, including the Learner Support Centres. The Higher Educational institution needs to conduct self-assessments regularly and uses the results to improve its operations and programmes.

Minimum Standards to be Maintained at Examination Centres

1. 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.
2. The number of examination centres in a city or State must be proportionate to the student enrollment from the region.
3. Building and grounds of the examination centre must be clean and in good condition.
4. The examination centre must have an examination hall with adequate seating capacity and basic amenities.
5. Fire extinguishers must be in working order, locations well marked and easily accessible. Emergency exits must be clearly identified and clear of obstructions.
6. The examination centre must provide adequate lighting, ventilation and comfortable seating. Safety and security of the examination centre must be ensured.
7. 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.
8. Provision of drinking water must be made for learners.
9. Adequate parking must be available near the examination centre.
10. Facilities for Persons with Disabilities should be available.

Courses or Study Centres or Off Campuses and Territorial Jurisdiction of Universities

- a) A Central or State Government University can conduct courses through its own departments, its constituent colleges or through its affiliated Colleges.
- b) A university established or incorporated by or under a State Act shall operate only within the territorial jurisdiction allotted to it under its Act and in no case beyond the territory of the state of its location.
- c) The private universities and deemed universities cannot affiliated any college or institution for conducting courses leading to award of its diplomas, degrees or other qualifications.
- d) No university, whether central, state, private or deemed, can offer its programmes through franchising arrangement with private coaching institutions even for the purpose of conducting courses through distance mode.
- e) All universities shall award only such degrees as are specified by the University Grants Commission and published in the Official Gazette.
- f) The University shall conduct their first degree and Master's degree programmes in accordance with the regulations notified by the Commission in this regard.

Regulating provisions

(A) University Grants Commission Regulations on Private Universities

A Private university established under a State Act shall be a unitary University. A private university may be permitted to open off campus centres, off shore campuses and study centres after five years of its coming into existence subject to the fulfilment of conditions as laid down under University Grants Commission (Establishment of & Maintenance of Standards in Private Universities) Regulations, 2003. As of now, the University Grants Commission has not granted permission to any Private University to establish off-campus or study centre.

(B) University Grants Commission Regulations on Deemed Universities

A Deemed University shall operate only within its Headquarters or from those off campuses or off-shore campuses which are approved by the Government of India through notification published in the Official Gazette.

In case of distance education programmes, no institution deemed to be university, so declared by the Government of India after 26th May, 2010 [date of publication of University Grants Commission (Institutions Deemed to be Universities) Regulations, 2010] is allowed to conduct courses in the distance mode.

The institutions deemed to be universities declared before 26th May, 2010 are not allowed to conduct courses in distance mode from any of its off-campus centres or off-shore campuses approved after 26th May, 2010.

Approval for new courses and extension of approval of the courses already run by the Deemed to be Universities under distance mode would be granted by the University Grants Commission subject to the fulfilment of conditions as laid down by the University Grants Commission. The University Grants Commission has not granted approval to any deemed to be university to establish study centres.

Any information or clarification with regard to recognition of Private Universities or Deemed Universities and the courses offered by them may be obtained from JS (CPP-I) University Grants Commission, Bahadurshah Zafar Marg, New Delhi.

(C) Distance Education programmes of the Central Universities and State Government Universities

The Central or State Government Universities can conduct courses through distance mode in accordance with the provisions of their respective Act and after the approval of the University Grants Commission.

Competencies of Counselor in a Learner Support Centre

1. Should be a post graduate from a recognised University.
2. Familiarity with basic research on the characteristics of Distance learners, their needs and difference from conventional face-to-face education.
3. Application of basic principles of instructional design.
4. Thorough knowledge of subject matter and common misconceptions related to the course(s).
5. Deep understanding of the necessity of learner-centered environment in online and blended learning mode.
6. Ability to design constructivist learning environment.
7. Practical applications of learning theories, self-paced instruction, and computer-mediated communication and learning.
8. Ability to foster a sense of community among learners.
9. Adaptability and flexibility with the capabilities and limitations of the delivery media.
10. Familiarity with the delivery medium to provide basic troubleshooting.
11. Ability to multitask.
12. Time management (e.g. respond to learners in timely manner, extensive and advance preparation and planning).
13. Professional characteristics (e.g. motivated to teach, self-confident, articulate, good writer).

ACADEMIC AND INFRASTRUCTURAL REQUIREMENTS**I. Open Universities or Single Mode Higher Educational Institutions**

The following positions are on full time and dedicated basis, excluding the designated positions in the Open Universities as per their respective Act(s): -

A. Staffing Norms at Headquarters:

1. Head for each school at the Professor level.
2. Academic staff strength per discipline or specialisation or programme under a school.
Minimum three faculty members are required as per the following:
Associate Professor: 1
Assistant Professor: 2
3. Administrative staff strength at Headquarters or Main Campus (up to 10,000 students):
Deputy Registrar: 1
Assistant Registrar: 1
Section Officer: 1
Assistants: 3
Computer Operator: 2
Multi Tasking Staff: 2

In case of the enrolment higher than 10000, Open University may increase the number of positions appropriately.

Teacher : Non Teaching Staff (NTS) ratio - 1: 2 shall be maintained.

B. Physical Infrastructure:

Minimum requirement will be as per University Grants Commission (Fitness of Open Universities for Grants) Rules, 1988 and as amended from time to time, except for the existing Open Universities for the purpose of these regulations.

II. Centre for Distance Education (CDE)/Dual Mode Higher Educational Institutions**A. Staffing Norms at Headquarters:**

1. Director: (permanent, full time Professor) preferably having professional experience in distance education)
2. Academic staff strength :
At least two faculty member (full time-dedicated for Open and Distance Learning (ODL) courses) per discipline or specialisation or programme at Associate and Assistant Professor level.
3. Administrative staff strength at Headquarters or Main Campus (upto 5,000 students):
Deputy Registrar: 1
Assistant Registrar: 1
Section Officer: 1
Assistants: 2
Computer operators : 2
Class IV: 2

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

In case of the enrolment higher than 5000, Centre for Distance Education or University may increase the number of positions appropriately.

Teacher : Non-Teaching Staff (NTS) ratio -1: 2 shall be maintained

B. Physical Infrastructure

Total Built-up area for Open and Distance Learning activity: Minimum 15000 sq. ft. (carpet area):

Sl. No.	Built-up Area Type	Percentage (%)	Built-up Area (Carpet Area, in sq ft)
1	Academic	50%	7500
2	Administrative	10%	1500
3	Academic support such as Library, Reading room, Computer Centre, Informational and Communication technology Labs, Video and Audio Labs etc.	30%	4500
4	Amenities or other support facilities	10%	1500
		Total	15000

Note: Built up area for toilets shall be separate.

**QUALITY ASSURANCE GUIDELINES OF LEARNING MATERIAL IN MULTIPLE
MEDIA, HUMAN
RESOURCE, CURRICULUM AND PEDAGOGY**

1. Learning Material (Print Media)

Learning Material through print-media is termed as Self Learning Material, being developed with the approach of self-explanatory, self-contained, self-directed, self-motivating and self-evaluating. The following is an indicative list of quality standards for print material:

- (a) The Self Learning Material shall be designed with the approach of two-way communication between the learner and content.
- (b) The Self Learning Material shall involve the learner actively through various experience-based activities and assignments.
- (c) The learner should get clear information about the structure of the programme and course.
- (d) There shall be detail learning map in Self Learning Material for the learner so that he or she will be self-directed for completion of his or her studies.
- (e) The content of Self Learning Material shall be developed with dialogue and personal system of writing method which will create the nature of interactivity in Self Learning Material.
- (f) The Self Learning Material shall encourage learner to apply new knowledge and skills.
- (g) There shall be clear definition of learning objectives and outcomes.
- (h) The content shall be divided into small sections (blocks) and sub-sections (units & sub-units) for effective learning.
- (i) There shall be an assignment on each learning objective for self-assessment.
- (j) The learner shall be directed through problem solving activities as applicable to nature of the course.
- (k) The Self Learning Material shall be developed in defined formats with following features :
 - (i) Consistent layout and format.
 - (ii) Inclusion of overview of content.
 - (iii) A unit structure at the beginning of the unit.
 - (iv) Plenty of examples.
 - (v) Reference to prior learning.
 - (vi) Inclusion of national or international caselets and case studies.
 - (vii) Content in segments synchronised with learning objectives and outcome.
 - (viii) Explanation of icons used in content.
 - (ix) Appropriate sequence of material.
 - (x) Explanation on technical, new, difficult terms or word in a glossary section. (xi) Inclusion of adequate suggested reading (both print and online).

2. Audio-Video Material: Quality Standards

- (a) There shall be adequate consideration of learners' prior knowledge, skills and attitudes.
- (b) Level and style of language shall be appropriate.

- (c) There shall be clear information on types of support material and study activities to be used by the learner.
- (d) It shall be clear and unambiguous, also preferably free from pedagogic jargon.
- (e) The aim, objective and target audience for the Audio Video material shall be clearly defined.
- (f) It shall be capable of being evaluated to conform to the learning outcomes.
- (g) There shall be clear guidelines with regard to the use of the Audio or Visual material vis-a-vis other content of the course.
- (h) AV Material shall be developed in forms and formats that will be easily accessible by the learners.
- (i) There shall be separate Audio Video manual for giving the guidelines of using the Audio Video material in study.
- (j) Audio Video Material shall provide continuity and coherence within and between audio-based study sessions.
- (k) There shall be synchronisation of Sound and Image in Audio Video material.
- (l) There shall be appropriate graphics and animations relevant to the course content. (m) There shall be appropriate 'visual texture' and rate of change of image to keep the learner involved.

3. Online Material: Quality Standards

- (a) The course shall be organised into units and lessons.
- (b) There shall be description of unit overview along with objectives, activities, assignments and resources that frame the unit.
- (c) Availability of a program map and correlation matrix among the courses in the programme.
- (d) There shall be description of credit value of each module or unit in the course.
- (e) There shall be clear guidelines on academic integrity and netiquette (internet etiquette) expectations regarding lesson activities, discussions and plagiarism.
- (f) There shall be lesson overview, content and activities, assignments to provide the learning opportunities for learner to master the content.
- (g) The course shall be designed to teach concepts and skills that the learner will retain throughout the study.
- (h) There shall be multiple learning paths for engaging the learner in active learning
- (i) The content shall provide opportunities for learners to engage in high-order thinking, critical-reasoning activities and thinking in increasing by complex ways.
- (j) There shall be appropriate readability levels, written language assignments and mathematical requirements.
- (k) The content shall provide for periodical feedback about the learning process.
- (l) The course shall be easy to navigate.
- (m) There shall be declaration of textbooks, courseware, and online resources necessary to refer additionally to complete the course
- (n) The content shall be accessible on various devices.
- (o) The online material shall satisfy the needs of learners with disabilities

4. Computer-based material: Quality Standards

- (a) The Computer-based material shall provide an environment for practise, at the learner's own pace and in his own time.
- (b) The Computer-based material shall provide an environment for self-assessment.
- (c) It shall allow learners to develop analysis and decision-making skills, to discover principles and concepts for themselves.
- (d) The course shall be organised into units and lessons.
- (e) There shall be description of unit overview along with objectives, activities, assignments and resources that frame the unit.
- (f) Availability of a program map and correlation matrix among the courses in the programme.
- (g) There shall be description of credit value of each module or unit in the course.
- (h) There shall be lesson's overview, content and activities, assignments to provide the learning opportunities for learner to master the content.
- (i) The course shall be designed to teach concepts and skills that the learner will retain throughout the study.
- (j) There shall be multiple learning paths for engaging the learner in active learning.
- (k) The content shall provide opportunities for learners to engage in high-order thinking, critical-reasoning activities and thinking in increasing by complex ways.
- (l) There shall appropriate readability levels, written language assignments and mathematical requirements.
- (m) The course shall be easy to navigate.
- (n) There shall be declaration of textbooks, courseware, and online resources necessary to refer additionally to complete and master the course.
- (o) The Compute-based material shall satisfy the needs of learners with disabilities.

5. Curriculum and Pedagogy: Quality Standards

- (a) The curriculum objectives shall be consistent with the mission of the HEI.
- (b) There shall be involvement of all the stakeholders in the process of framing the curriculum objective.
- (c) The curriculum shall be designed by adopting University Grants Commission Model Curriculum and incorporating local or regional needs.
- (d) There shall be rationale for the appropriateness of the curriculum to the stage of learning.
- (e) There shall be linkages of the curriculum to previous and subsequent stages of learning.
- (f) There shall be such learning experiences which allow a diversity of methods (like learning from practice, opportunities for distributed and concentrated practice, learning with peers, learning in formal situations inside and outside the department, personal study, specific teacher inputs etc).
- (g) The structure of curriculum shall be defined.
- (h) There shall be a complete strategy on teaching and learning methods.
- (i) There shall be a decision made on types of media content used.
- (j) There shall be a comprehensive decision on assessment & evaluation techniques.
- (k) The content shall be reliable and justify the learning outcome(s).

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (l) There shall be clear definition of intended outcomes of learning, benchmarked to identifiable stages of learning.
- (m) There shall be the use of reference points and expertise from outside the Higher Educational Institution, if required, in programme design and in the processes of programme development and approval.
- (n) There shall be relevance of curriculum to national competency requirement.
- (o) There shall be description of credit value of each module or unit in the course.

Table I: Norms for offering programmes through Distance mode based on credit system

Duration of the programme	Credits	Level of the Programme
3 years	96-100	Bachelor's Degree (General)
2 years	64-72	Master's Degree (General)

Table 2: Norms for delivery of courses through distance mode

No. of Assignments	Practical Sessions	No. of Counseling Sessions Theory (10% of total study hours)	Size of SLMs Range (in terms of units, to be divided into blocks)	Study input	Credit Value of the course
1	60 hours	6 hours	6-8 units	60 hours	2 Credits
2	120 hours	12 hours	14-16 units	120 hours	4 credits
3	180 hours	18 hours	20-24 units	180 hours	6 credits
4	240 hours	24 hours	30-34 units	240 hours	8 credits

Table 3: Norms of Credit Structure for Self Learning Material Development Non-Print Form

No. of counseling sessions (theory)			Size of e-content (in terms of units)	Study input	Credit value of the course
Syn Chat 5%	Asyn** Discussion Forum (comp)	Syn* (f2f)# (optl) 10%			
3 hrs	2-10 topics per course as per the subject	6 hrs	6-8 units	60 hours	2 credits
6 hrs	-do-	12 hrs	14-16 units	120 hours	4 credits
9 hrs	-do-	18 hrs	20-24 units	180 hours	6 credits
	-do-	24 hrs	30-34 units	240 hours	8 credits

* Syn : Synchronous

**Asyn : Asynchronous

f2f : face-to-face

Guidelines on Preparation of Self-Learning Material

Overview

Self Learning Material is developed with the approach of self-explanatory, self-contained, self-directed, self-motivating and self-evaluating. The major challenge for the Open and Distance Learning system is near absence of the teacher. Therefore, it is very essential to pre-plan each of the activities. The learning material plays a vital role in this system and it includes Self-Learning Material in print and electronic form. A key challenge of Learning Material is ensuring that its writing is to be in a way that is engaging and which actively involves the learners. Another challenge of learning material is rapidly changing technology and deploying traditional teaching-learning methods through these technologies. Therefore, it is necessary to have the proper planning prior to development of the learning material. During the planned period, the following points should be considered very carefully:-

- backgrounds of learner and learning needs;
 - learning experiences; and
 - support and preparation in adapting to flexible learning.
2. Learning materials place much more emphasis on the processes of learning. Following are the major ingredients to be considered while developing the learning material by authors (in case of print material) and instructional designers (in case of e-learning material):-
 - (a) learning objectives
 - (b) assessment of prior knowledge
 - (c) learning activities
 - (d) feedback of learning activities
 - (e) examples and illustrations
 - (f) self-assessment tests
 - (g) summaries and key points
 - (h) study tips
 3. The learning material should be developed with the constructivist approach and that should lay emphasis on real-world tasks, learner's choice of tasks or situations, case studies, collaborative learning tasks, opportunities for observing others, self-evaluation. The Higher Educational Institution may also adopt or procure the Learning Materials from expert agencies or consultant if it saves the time and cost without compromising on the quality.

Planning for development of learning material

4. Due to the near absence of the teachers in the Open and Distance Learning mode, the learner has the opportunity to take the decision(s) at any point during the learning path. This may create disagreement between learner's perception and the objective of the learning material. Therefore, it is required to consider the following key points during planning for the development of learning material.
 - (a) **Learner Profile :** It is required to consider literacy level (including level of language proficiency), age group, information communication technology skills, aim of study, personal background and home situation, prior knowledge, prior skills, learning situations, etc.

- (b) **Background:** In Open and Distance Learning system, learner studies at his pace and not like face-to-face mode. Most of the learners are working professionals and they get time to study at their homes. If we add certain references which they cannot access at home, then it will create an obstacle in their learning. Therefore, it is necessary to consider the accessibility of course resources and references at the place of learning.
- (c) **Learning Objectives and Outcome :** It is required to define the learning objectives and outcomes prior to initiating the process for the learning material development. The learning objectives can be of terminal, intermediate or enabling nature. These learning objectives can be set at course, unit, or module level.

Group of Learning Material

- 5. Considering the principles of Open and Distance Learning mode of education, the programmes shall be accompanied with learning material or resources which shall comprise of self-learning material or e-learning material, e-books, practical book, student's handbook, question bank, assignment book, Audio Video material, programme guide, project manual, etc.

Standards of Self Learning Material (SLM) in Print Form

- (i) The Self Learning Material shall be developed as per the defined credit structure of the programme.
- (ii) The Self Learning Material shall involve the learner actively through various experience-based activities and assignments.
- (iii) The learner shall get the clear information about the structure of the programme and the course.
- (iv) There shall be a detailed learning map in the Self Learning Material for the learner so that she or he will be self-directed for completion of their studies.
- (v) The content of the Self Learning Material shall be developed with dialogue and personal system of writing method which will create a nature of interactivity in the Self Learning Material.
- (vi) The Self Learning Material shall encourage the learner to apply new knowledge and skills.
- (vii) There shall be clear definition of learning objectives and outcomes.
- (viii) The content shall be divided into small sections (blocks) and sub-sections (units & sub-units) for effective learning.
- (ix) Activities shall be included in each unit of the Self Learning Material.
- (x) There shall be assignments on each learning objective for self-assessment.
- (xi) The learner shall be directed through problem solving activities as applicable to the nature of the course.

Standards of Self Learning Material (SLM) in Non-print Form

- 6. The learners' perspective is an important aspect of quality assurance for e-learning. High-quality e-learning content should be designed by skilled content and instructional design professionals. Good instructional design will reflect best practices and research on teaching and learning. The key principles of designing e-learning content are: (1) consistent layout and design; (2) clear organisation and presentation of information; (3) consistent and easy-to-use navigation; and (4) aesthetically pleasing design and graphics. Thus, the standards of Self Learning Material in non-print form as under:- (i) The e-learning material shall be designed as per the credit structure of the online programme.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (ii) The course shall be organised into units and lessons.
- (iii) There shall be description of unit overview along with objectives, activities, assignments and resources that frame the unit.
- (iv) Availability of a programme map and correlation matrix among the courses in the programme.
- (v) There shall be description of credit value of each module or unit in the course.
- (vi) There shall be clear guidelines on academic integrity and netiquette (internet etiquette) expectations regarding lesson activities, discussions and plagiarism.
- (vii) There shall be lesson overview, content and activities, assignments to provide the learning opportunities for learner to master the content.
- (viii) The course shall be designed to teach concepts and skills that the learner will retain throughout the study.
- (ix) There shall be multiple learning paths for engaging the learner in active learning.
- (x) The content shall provide opportunities for learners to engage in high-order thinking, critical-reasoning activities and thinking in increasing by complex ways.
- (xi) There shall be appropriate readability levels, written language assignments and mathematical requirements.
- (xii) The content shall provide for periodical feedback about the learner process.
- (xiii) The course shall be easy to navigate.
- (xiv) There shall be declaration of textbooks, courseware, and online resources necessary to refer additionally to complete and master the course
- (xv) The content shall be accessible on various devices.
- (xvi) The e-Learning Material shall satisfy the needs of learners with disabilities.

Guidelines on Programme Project Report (PPR)

Overview

A Programme Project Report (PPR) of a Higher Educational Institution is a document prepared to introduce a new programme, which includes details of - (a) programme objectives and outcomes; (b) nature of target group of learners; (c) appropriateness of the programme with quality assurance for acquiring specific skills; (d) programme content designing and developing; (e) cost estimates for development of the programme; and (f) admission, delivery and evaluation norms. The Programme Project Report is a self-disclosure by the Institution about launching the programme in the Open and Distance Learning mode. The Institution has to define specific aims and objectives for each of the academic programmes which will give the direction to launch a programme and will allow to focus on results. At the end, these aims and objectives will help to demonstrate what has been achieved. The programme shall be planned with clear deliverables and knowledge experiences to be gained.

Need to Prepare Programme Project Report (PPR)

2. A Programme Project Report is required to be prepared before introducing any new programme duly approved by its highest academic authority. The main contents of the Programme Project Report are as follow:-
 - (a) **Programme's mission & objectives :** The Higher Educational Institution (HEI) shall define the mission statement and objectives for the programme to be launched, which shall reflect the strategic direction and the academic goals of the Higher Educational Institution. Those shall be aligned with industrial or learners' demand, and shall be defined in such a manner that they are appropriate to be achieved.
 - (b) **Relevance of the program with HEI's Mission and Goals :** The Higher Educational Institution shall plan for such a programme to be offered through the Open and Distance Learning mode that is relevant to the Higher Educational Institution's mission and goals. Therefore, it is very much important that the programme to be offered through Open and Distance Learning should be aligned with Higher Educational Institution's mission and goal and will prove as major contributing factor in its achievement.
 - (c) **Nature of prospective target group of learners:** The Higher Educational Institution shall identify the target group of learners. It is required to understand their learning needs and on its basis the curriculum should be aimed. The Higher Educational Institution should also consider diverse class of learners including a class having of low level of disposable income, rural dwellers, women, unskilled men, minorities etc.
 - (d) **Appropriateness of programme to be conducted in Open and Distance Learning mode to acquire specific skills and competence :** The Higher Educational Institution shall clearly identify the learning outcomes for the programme which shall cover the specific skills and competence to be acquired by the learner. The programme should be aimed appropriately to those learning outcomes. The learning outcomes shall include the development of knowledge and understanding appropriate to the area of study and these should also reflect academic, professional and occupational standards of that field. The learning outcomes should incorporate generic transferable skills and competencies.
 - (e) **Instructional Design :** Instructional Design includes Curriculum design, detailed syllabi, duration of the programme, faculty and support staff requirement, instructional delivery mechanisms, identification of media – print, audio or video, online, computer

aided, and student support service systems. The Higher Educational Institution shall define the instructional design for each of the academic programmes to be offered through the Open and Distance Learning mode and shall map the credit hours for each course or module of the programme.

- (f) **Procedure for admissions, curriculum transaction and evaluation :** The Higher Educational Institution shall define the admission policy for the programme with minimum eligibility and fee structure. The information related to financial assistance, if any, should be included in the policy. The Higher Educational Institution shall notify the policy of programme delivery alongwith the details of methods and web-based tools to be adopted. The Higher Educational Institution shall notify the activity planner including all the academic activities to be carried out by the Higher Educational Institution during the academic session. Further, the Higher Educational Institution shall also notify policy for evaluation of learner progress along with methods and tools.
- (g) **Requirement of the laboratory support and Library Resources:** There may be programmes having practical component in syllabus. The Higher Educational Institution shall give clear guidelines about the laboratory support to the learners to perform the practicals prescribed in the programme. There shall be provision of a practicals book for the learners. In case of online learning, the practical should be conducted and performed by applying virtual reality methods.
- (h) **Cost estimate of the programme and the provisions:** The cost estimate should indicate the amount assigned for programme development, delivery and maintenance.
- (i) **Quality assurance mechanism and expected programme outcomes :** The Higher Educational Institution shall define the review mechanism for programme and continuously enhance the standards of curriculum, instructional design relevant to professional requirements of the area of study. There should be course benchmark statements. The Higher Educational Institution shall also devise the mechanism for monitoring effectiveness of the programme.

Learner Support Centre

1. **General:** Open and Distance Learning (ODL) mode of Education consists of three levels of functioning which are located at the Head-Quarters (HQ) of the Higher Educational Institutions, Regional Centres and Study Centres (SCs) or Learner Support Centres (LSCs) established within the territorial jurisdiction of the Higher Educational Institution as defined in the following Part. Planning, Designing and Preparation of Self Learning Material (SLM) for a learner who does not have any regular access to teachers is quite different than a Text Book meant for classroom teaching, overall management of the processes of Admissions, Evaluation, and Declaration of Results etc. are the main responsibilities of the Head-Quarters of the Higher Educational Institution and are discharged from the main campus. Under the direct management and control of the Higher Educational Institution, Regional Centres which are the second level of functioning, perform a dynamic operational link between the Head-Quarter and the Study Centres (SCs) or Learner Support Centres (LSCs) which are the third level of Open and Distance Learning system and are important main contact points for access by the learners, responsive and facilitating information centres, arranging contact sessions and other operations like processing of assignments etc. The Study Centres (SCs) or Learner Support Centres (LSCs) will also be established and managed directly by the Higher Educational Institution and not through any franchise or outsourced arrangement.

2. **Definition and Establishment of Learner Support Centre or Study Centre**

‘Study Centre (SC) or Learner Support Centre (LSC)’ means a Centre established, maintained or recognised by the Higher Education Institution for advising, counseling, vocational guidance, hands on experience, library services and providing interface between the teachers and the learners, rendering academic and any other related services and assistance, like field experience, laboratory for experimental work, Information Communication Technology facilities for operations and interaction with the learners etc. for the benefit of the learners:

Provided that a Higher Educational Institution offering programmes in Open and Distance Learning mode shall, within six months from the date of notification of these Regulations, ensure that all Study Centre or Learner Support Centre are established only in a College or Institute affiliated to a recognised university (other than a Private University) or a Government recognized Higher Educational Institution offering conventional mode programmes of equivalent level in the same broad areas under the relevant faculty such as faculty of sciences or social science or humanities or commerce or management etc. and having all the necessary infrastructure and availability of appropriate number of qualified faculty not below the rank of qualified Assistant Professors of recognised Colleges or Institutes offering a similar programme for engaging theory contact sessions and supervising practical sessions in laboratory or field:

Provided that a Higher Educational Institution may establish a Special Learner Support Centre for imparting instruction to persons referred to in the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995, the National Trust for Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disability Act, 1999 including the employees of Defence or Security Forces and jail inmates interested to study through the Open and Distance Learning mode. However, in case of programmes like those being developed by the Government for Skill Development or Lifelong Learning, the Study Centre or Learner Support Centre could be opened in Government institutions having capabilities for learner support services in the respective areas.

Any Study Centre or Learner Support Centre shall be established by the Higher Educational Institution after processing through the appropriate statutory bodies of the Higher Educational Institution. While processing such approvals it is mandatory to provide evidence of the preparedness for establishing Study Centres/Learner Support Centres, providing learner support services, availability of the academic, other staff and qualified academic counsellors.

The Higher Educational Institution shall have a Standard Operating Procedure for the smooth functioning of the Study Centre or Learner Support Centre which will include all aspects of functions of the Study Centre or Learner Support Centre, monitoring mechanism of different services provided by the Centre, and it shall be mandatory for the Study Centre or Learner Support Centre to maintain the learner data related to conduct of counselling sessions, evaluation of assignments and effective and online grievance redressal system, which should be monitored at the level of regional centre and Head-Quarters.

List of the Study Centre or Learner Support Centre as approved by the respective Higher Educational Institution shall be submitted to the University Grants Commission at least 60 days in advance before operationalising the Study Centres or Learner Support Centres. The list of Study Centres or Learner Support Centres with details such as: Name with address of the institution where the centre is located, name of the coordinator with contact details, working hours and schedules for counselling sessions, infrastructure and other facilities available in the Study Centre or Learner Support Centre shall be displayed on the web portal of the Open and Distance Learning institution and the same information shall be made available in the printed prospectus for the information of the learners and other stakeholders.

In addition, a Higher Educational Institution should submit an undertaking to the Commission effect that the academic and instructional facilities at its Study Centres or Learner Support Centres meet all the conditions of these regulations and guidelines issued from time to time, and are commensurate with the number of academic programmes and learners' strength thereto:-

Provided that the Higher Educational Institution shall not carry out any of its activities related to the Open and Distance Learning mode at places other than Study Centres or Learner Support Centres under a different name such as Information Centre, Facilitation Centre, Nodal Centre, Knowledge Partner, Partner Institution, Multimedia Centres and similar such names:-

Provided further that, no Study Centre or Learner Support Centre shall be established beyond the jurisdiction of the Higher Educational Institution or under any franchisee or outsourcing agreement, as described in these regulations.

3. Territorial Jurisdiction for Establishment of Study Centres or Learner Support Centres

Territorial jurisdiction of the Higher Educational Institution for Open and Distance Learning mode programmes shall be as prescribed in the respective Acts of the Higher Educational Institution, subject to the following conditions:

3.1 Higher Educational Institution other than Private and Deemed to be University:

Not beyond the respective State in case of Universities set up under any State Act. For Universities set up under a Central Act the jurisdiction shall be as per the provisions of the Act.

3.2. Deemed to be a University: The jurisdiction shall be as per extant provisions of the Deemed to be a University regulations and also notified by the University Grants Commission from time to time.

3.3. Private University: A Private University established under a State Act shall be unitary in nature and will be eligible to run Open and Distance Learning Programmes, which have been conducted by the university in conventional mode for a minimum period of five years. The Learner Support Centres or Study Centres shall be set up, within the State, with the prior approval of the University Grants Commission and as per University Grants Commission (Establishment and Maintenance of Standards in Private Universities) Regulations, 2003. In the absence of University Grants Commission approved Learner Support Centre or Study Centre, the University shall offer distance education programmes at its main campus only.

4. Admission and Programme Fees

Admission of learners to a Higher Educational Institution for a programme in Open and Distance Learning mode shall be offered in a transparent manner with Self Learning Material designed and developed directly by the Higher Educational Institution which shall be solely responsible for all activities relating to admissions or registration or evaluation processes, duly approved by the respective statutory bodies of the Higher Educational Institutions. ***In no case these activities shall be outsourced.*** However, quality Self Learning Material developed by any other Higher Educational Institutions recognized by the University Grants Commission to run Open and Distance Learning programmes could be used under a mutual agreement after seeking approval of the University Grants Commission:

Provided that a Study Centre or Learner Support Centre shall not admit a learner to any programme in Open and Distance Learning mode for or on behalf of any other Higher Educational Institution.

Every Higher Educational Institution shall publicise a prospectus on the web portal of the Higher Educational Institutions, before the expiry of sixty days prior to the date of commencement of admission to any of its programmes in the Open and Distance learning mode. Such a prospectus shall contain the following information for learners seeking admission to any programme of the institution and for the general public:-

- (i) each component of the fee and any other charges or deposits payable by the learners admitted to such Higher Educational Institutions for pursuing a programme in Open and Distance Learning mode, and clear terms and conditions of such payments to be charged by the Institute;
- (ii) the percentage of tuition fee and other charges refundable to a learner admitted in such Higher Educational Institutions in case such a learner withdraws from the institution before joining or after full completion of course or programme of study and the time within, and the manner in, which such refund shall be made to the learner;
- (iii) the number of seats approved in respect of each course or programme of Open and Distance Learning mode;
- (iv) Eligibility conditions for admission including educational qualifications specified by the relevant statutory authority or body, or by the institution, where no such qualifying standards have been specified by any statutory authority;
- (v) the process of admission and selection of eligible learners applying for such admission, including all relevant information in regard to the details of test or examination, if any, for selecting such candidates for admission to each course or programme of study and the amount of fee to be paid for the admission test;
- (vi) details of the academic faculty at the Headquarters or Regional Centres or Study Centre or Learner Support Centre, including therein the educational qualifications and experience in teaching or conduction of Open and Distance Learning programmes and

also indicating therein whether such a faculty member is on regular basis or visiting or contract basis;

- (vii) the minimum pay and other emoluments payable for each category of faculty and Officers of the Institute;
- (viii) physical and academic infrastructure and other facilities, including that of each of the Study Centre or Learner Support Centre and in particular the laboratory, library and Information and Communication Technology facilities to be provided to learners on being admitted to the institution; and
- (ix) broad outline of the syllabus specified by the appropriate statutory body or by institution, as the case may be, for every course or programme of study.

5. Norms for Empanelment of Academic Counsellors and Counselling Sessions

5.1. Eligibility conditions for appointment of academic counselors: No academic staff in the Study Centre or Learner Support Centre shall be appointed who does not fulfill the minimum qualifications as laid down in the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in the Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) Regulation, 2010 as modified from time to time. In addition, such academic staff should have familiarity with the characteristics of Open and Distance Learning mode learners and their needs, difference between Open and Distance Learning and conventional face – to – face education, awareness about instructional design, familiarity with the learner centered approach in blended mode of learning, ability to use different delivery media including online and computer mediated communication and Information and Communication Technology enabled learning.

5.2. Norms for Contact Programmes: Credit Based System has been followed by Open and Distance Learning single mode Higher Educational Institutions during the last more than two decades and it has got standardised for programme delivery especially by the Open Universities. Such credits depend on the total number of hours that a learner is required to cover for all activities like participation in Contact Programmes, Working on Assignments, Library Consultation etc., in completing a course. In this direction, University Grants Commission has recently issued guidelines for introduction of Choice Based Credit System (CBCS) which has been made mandatory for all Higher Educational Institutions delivering education through conventional mode. Accordingly, for Post Graduate programmes in Open and Distance Learning mode, 16 credits per semester are assigned for a total of four semesters. In Open and Distance Learning mode Programme delivery, the component of contact with teachers is comparatively much lower than the conventional or face to face mode which is complemented by self-learning on the part of the learner. Therefore, one credit in regular or face to face mode accounts for 15 teaching hours, whereas, in Open and Distance Learning mode it is 30 study hours of study including face to face contact component. Comparative credits assigned per semester in Choice Based Credit System for conventional mode and Open and Distance Learning mode for undergraduate programmes is given below in Table 1.

Table 1. Comparative Credits in Conventional and Open and Distance Learning Modes

Total	VI	V	IV	III	II	I	Semester
144	25	26	26	25	22	20	Credits Conventional mode
96	16	16	16	16	16	16	Credits in Open and Distance Learning

It will be desirable to ensure uniformity in distribution of units between the two systems as far as possible.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

Thus, taking into account the number of hours indicated in Choice Based Credit System for conventional mode and the percentage of hours required for face-to-face Contact Programmes for learners in Open and Distance Learning mode, the following table is provided for norms for counseling sessions in theory and practical courses with Open and Distance Learning credit value for Open and Distance Learning mode programme delivery.

Table 2: Contact Theory and Practical Sessions

Four Courses with a total of 16 Credits per semester			
Number of Assignments	10-12 credits for theory and 6-4 Credits for practical courses		counseling for theory only Courses: Four courses of 4 credits each
	contact sessions-practical**	Contact sessions theory*	
Four per semester	60 hours of guided experiments with support of internal supervisor per 2 credits	40-48 hours	16 hours per course

Note:

*Contact session up to the extent of twenty percent could be arranged by providing Massive Open Online Courses and other online programme delivery systems.

** Practical sessions to the extent of twenty percent could be provided through virtual lab mode

Comparative value of credits mentioned in the University Grants Commission Guidelines for Choice Based Credit System in conventional mode and that in practice in Open and Distance Learning mode Institutions, it is observed that for a total of six semester undergraduate programme each of nearly 5-6 months duration, 16 credits per semester are uniformly assigned in the Open and Distance Learning mode, whereas, in the University Grants Commission guidelines for conventional mode on an average 24 credits per semester have been assigned. Thus, the ratio of a credit in Open and Distance Learning mode to that of the conventional mode is 2:3. In line with the pattern of credits for Under Graduate programmes, for Post Graduate programmes in Open and Distance Learning mode, 16 credits per semester are assigned for a total of four semesters. The foregoing comparative value could be used to facilitate both vertical and horizontal mobility of learners from Open and Distance Learning mode to Conventional mode and vice versa through mutual transfer of credits.

6. Deployment of manpower and other support at study or Learner Support Centres

The Study Centres or Learner Support Centres shall be headed by a Coordinator, not below the rank of an Assistant Professor and shall be augmented with academic and non-academic staff depending on the number of learners assigned for adequate support to the learners. *Capacity of intake per programme should be commensurate with the available qualified faculty in relevant area, well equipped laboratory, library, online connectivity and Information and Communication Technology facilities, and appropriate infrastructure. Normally it would be expected to restrict total intake capacity for Open and Distance Learning programme to the capacity specified for a similar programme being conducted in the conventional mode by the Higher Educational Institution where the Study Centres or Learner Support Centres is located but in no case it should exceed two times of that.*

- (i) Number of qualified counsellors per theory course of 4 credits: 2 to 4.
- (ii) Number of qualified supervisors per practical course of 2 credits: 1 or more.

- (iii) Availability of laboratory: The laboratory should be in a recognised Higher Educational Institution running a similar course in conventional mode for a period of not less than 3 years.
- (iv) Ideally, total number of learners admitted at any Study Centres or Learner Support Centres should not exceed 500 at any time, but for those located in Higher Educational Institutions providing education to more than 1500 students, the total strength of Open and Distance Learning mode learners at any time should not exceed 1000, subject to fulfilment of other conditions as described under paragraph 2.

7. Conduct of End Semester or Term End Examination

- (i) 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. Also, all Government Institutions like Kendriya Vidyalaya(s), Navodaya Vidyalaya(s), Sainik School(s) etc. can also be identified as examination centre(s) under direct overall supervision of Open University or Higher Educational Institution offering education under the Open and Distance Learning mode.
- (ii) All processes of assessment of learners in different components of Testing and Examination shall be directly handled by the Open and Distance Learning mode Institution and no part of the assessment shall be outsourced.
- (iii) For ensuring transparency and credibility, 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.
- (iv) The Examination Centre should have adequate seating capacity and amenities including adequate lighting, ventilation, washrooms and clean drinking water facilities.

8. Monitoring of functioning of the Learner Support Centres or Study Centres

Generally, the Open and Distance Learning mode Higher Educational Institutions have to manage a fairly large and well spread system with a variety of learner centric operations for a number of heterogeneous groups of learners to meet their expectations and self-learning requirements using multimode programme delivery. To effectively manage these challenges and complex operations for a learner at a distance, a very dynamic interactive communication system between Headquarters, regional centres and study centres has to be established on priority. Thus, it is desirable that an Information and Communication Technology network connecting the Head-Quarters, Regional Centres and Study Centre or Learner Support

Centres should be established at the earliest and used for faster and reliable operations such as:-

- i. username and login ID should be generated for every learner so that learners can see all relevant information as their studies progress in an Open and Distance Learning programme and also provide constructive feedback for improvement in Open and Distance Learning programme delivery;
- ii. headquarters, Regional Centres and Study Centre or Learner Support Centres should maintain a web portal giving all relevant information about the Open and Distance Learning programmes being delivered and the content of these should be updated at least on a weekly basis;
- iii. regional centres should collect a holistic report about all functions assigned to Study Centres or Learner Support Centres and all aspects of quality of programme delivery

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- periodically especially during the Admissions, Examinations, and Counselling Sessions etc., and at least weekly share a consolidated report with the Head quarters;
- iv. these reports along with responses by learners should be periodically analysed for the quality audit of a programme and its delivery besides the quality of performance of the Study Centres or Learner Support Centres;
 - v. any remedial action should be jointly ensured by the headquarters, Regional Centres and Study Centres or Learner Support Centres promptly;
 - vi. regular visits, at least twice a year by the academic staff of the Higher Educational Institution for on the spot monitoring and interaction with functionaries of the Regional Centres and Study Centres or Learner Support Centres, the learners and the counselors; and
 - vii. ensuring access of “Swayam” and other repositories of Massive Open Online Courses by the learners at Study Centres or Learner Support Centres.

Closure of Non-performing Study Centre or Learner Support Centre:

In case a Study Centre or Learner Support Centre fails to adhere to the prescribed norms or guidelines, the Higher Educational Institution shall initiate action for closure of the centre by following due procedures, so that interest of learners are taken care by some alternative arrangement.

GRIEVANCE REDRESSAL MECHANISM**Scope of Grievance Redressal System for Learner**

The Higher Educational Institutions, offering programmes through the Open and Distance Learning mode, shall have a Grievance Redressal System and Procedure which shall be published on the portal of Higher Educational Institution and it shall be the responsibility of the concerned Higher Educational Institution to update the same as and when required. Each of the Higher Educational Institutions shall provide an online facility for submitting grievances and track their status. The Higher Educational Institution shall also be responsible for monitoring, assessing and reviewing the effectiveness of its Grievance Redressal Procedures.

Guidelines and Standards for the Grievance Redressal System

The Higher Educational Institution shall have the policy on Grievance Redressal System based on following guidelines and standards, namely:—

- (a) the policy should be unbiased and understandable;
- (b) there should be time line for each stage of the process;
- (c) the policy should be published on Higher Educational Institutions portal so that the learners may read and refer to;
- (d) the policy should be made available to learners with disability in appropriate format and the provision should be made accordingly in the policy document;
- (e) the authority or authorities involved in the grievance redressal process should treat and investigate facts impartially;
- (f) the Higher Educational Institutions should address the grievances in a timely manner so as to lessen interruption in learning process of the learner. The Higher Educational Institution should have the proper communication and escalation mechanism which can be operated and maintained through the online software application;
- (g) the Higher Educational Institution should maintain the confidentiality of the complainant as far as possible;
- (h) the Higher Educational Institution should ensure that officer(s) deputed for the learner support at the Higher Educational Institution, the Regional Centres and Learner Support Centre(s) are able to provide guidance on submitting grievances in the portal;
- (i) There should be a provision to withdraw a complaint without prejudice at any time during the procedure; and
- (j) The learner should be kept informed of the status in relation to his queries or grievance on priority.

Rights and responsibilities of a learner

- (a) The learner has right to complain regarding any aspect related to his or her learning path including programme quality, learning resources, learner support and guidance, teaching, learning and assessment.
- (b) The learner is entitled to approach the respective Learner Support Centres (in case of offline or blended learning) for submitting his or her complaint. The learners of online mode may submit their complaint directly to the Higher Educational Institution. The complaint can be submitted individually or collectively by a group of learners.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (c) The learner should submit a formal complaint in a manner prescribed by the Higher Educational Institution regarding expression of dissatisfaction with a service provided or the lack of a service or the quality of a service. Such expression should be correlated with what the learners were entitled to receive.

Responsibility of the Higher Educational Institution

- (i) The Higher Educational Institution shall work with the principles of openness and collaboration.
- (ii) The Higher Educational Institution shall continuously improve the services it offers. As and when a grievance is received, the Higher Educational Institution shall investigate it thoroughly and make the necessary improvement(s) in its services.
- (iii) The Higher Educational Institution shall encourage Learner Support Centres to make initial attempts to address and resolve complaints as close as possible to the point of origin, and with the minimum of formality.
- (iv) The Higher Educational Institution shall also monitor the Grievance Redressal process through its Learner Support Centres.
- (v) The Higher Educational Institution is responsible for privacy and confidentiality unless disclosure is necessary to proceed in the matter.
- (vi) The grievance should be accompanied with the reasons for dissatisfaction and expected remedy. The learner should also give the reference of Online Grievance Registration Number generated at the time of submitting the complaint at the Learner Support Centre.
- (vii) The Head of concerned school of the Higher Educational Institution shall investigate the complaint(s) or refer the matter(s) to a more appropriate person, body or committee or departments, as appropriate.
- (viii) It shall be the responsibility of the Head of school of the Higher Educational Institution to monitor the progress and to timely resolve the matter.
- (ix) The Head of concerned school of the Higher Educational Institution will respond in writing (letters or email etc.) through offline or online mode giving reasons for a decision and action taken thereto.

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UNIVERSITY GRANTS COMMISSION
DISTANCE EDUCATION BUREAU 35-FEROZE SHAH ROAD

NEW DELHI-110 001

No. F. 2-4/2015 (DEB-111)

Date: October, 2017

By Speed Post

The Director
12 Standalone Institutions (As per list)

Subject: Notification of in UGC (Open and Distance Learning) Regulations, 2017 (First Amendment) in Gazette.

Sir/Madam,

Please find enclosed a copy of the UGC (Open and Distance Learning) Regulations, 2017 (First Amendment) , which is self explanatory.

This issues with the approval of Competent Authority.

Yours faithfully,
(Megha Kaushik)
Education Officer

The Publication Officer, UGC for uploading the same on UGC website.

University Grants Commission
(Open and Distance Learning) Regulations, 2017 (First Amendment)

NOTIFICATION

New Delhi, the 1st October, 2017

F.No. 2-4/2015 (DEB-111).- In exercise of the powers conferred by sub-section I of section 26 read with clause (j) of section 12 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following regulations to amend the University Grants Commission (Open and Distance Learning) Regulations, 2017, namely:—

1. Short title, Application and Commencement:

1.1 These regulations may be called the **University Grants Commission (Open and Distance Learning) Regulations, 2017 (First Amendment)**

1.2 These shall come into the force on the date of their publication in the official Gazette.

2. In the University Grants Commission (Open and Distance Learning) Regulations, 2017, in regulation 19, for sub-regulation (2), the following sub-regulation shall be substituted namely:—

“(2) Certificates or Diplomas or Post Graduate Diplomas awarded by the Standalone Institutions which also have been approved by the Commission based on the policies of the then Distance Education Council of the Indira Gandhi National Open University for running Open and Distance Learning programmes till the academic year 2016-17 shall remain valid programmes in the field of Open and Distance Learning mode of education till the academic session 2017-18 and thereafter they shall be free to get converted their Standalone Institution status to University or Deemed to be University for the purpose Of these Open and Distance Learning regulations, failing which, the Commission shall not accord any approval to the Open and Distance Learning programmes of Standalone Institutions.

P.K. THAKUR, secy. (UGC)

[ADVT.- 111/4/Exty./262/171]

Standalone Institutions

S.N.	Name & Address of Institute
1	The Director All India Management Association, 24-25, 4th Floor, Andhra Association Building, Lodhi Road, Institutional Area, New Delhi 110003
2	The Director Institute of Rail Transport, 17, Rail Bhavan, Raisina Road, New Delhi —110 001
3	The Director TECNIA Institute of Advanced Studies, 3 PSP, Institutional Area, Madhuban Chowk, Rohini, New Delhi — 110 085
4	The Director IFIM Business School, No. 8P & 9P, Opposite Infosys Gate 4, KIADB Industrial Area, Electronics City Phase 1, Bengaluru, Karnataka 560100
5	The Director Symbiosis Centre for Distance Learning Symbiosis Bhavan, 1065-B, Gokhale Cross Road, Model Colony, Pune-411 016
6	The Registrar/Director MIT School of Distance Education, 124, Ex-Service Men Colony, Paud Road, Kothrud, Pune-411038(Maharashtra)
7	The Director Indian Institute of Material Management , Plot No 102/104, Institutional Area, Sector 15, Imm Nhq Education Wing, Belapur - Cbd, Navi Mumbai — 400614
8	The Director Welingkar Institute of Management, Research & Development, CTS 163/10 to 179/10, Lakhamsi Napoo Road, Matunga(Central), Next to RA Poddar College, Mumbai - 400019
9	The Director Asian School of Business Management, Shiksha Vihar, Bhola Baranga- Khura road, Chandaka, Bhubneshwar-754 012, Odisha
10	The Director IMT Distance and Open Learning Institute A-16, Site-3, UPSIDC Industrial Area, Meerut Road, Ghaziabad — 201 003 Uttar Pradesh

Government Institutions

S.N.	Name & Address of Institute	Type of Institutions
1	National Institute of Health and Family Welfare Baba Gang Nath Marg, Munirka New Delhi-110067	Government Institute
2	National Institute of Rural Development (MRI), Hyderabad NIRD Road, Rajendranagar Mandal, Hyderabad, Telangana 500030	Central Government Institute

University Grants Commission
(Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees)
(1st amendment) Regulation, 2018

NOTIFICATION

New Delhi, the 27th August, 2018

F.No. 1-1/2002 (PS) Exempt (Pt. FI.III) Vol.-II- In exercise of the power conferred under clauses (f) and (g) of sub-section (1) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following Regulations to amend to UGC (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulation 2016.

1. Short title, application and commencement:
 - 1.1 These Regulations may be called the University Grants Commission (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulation 2018.
 - 1.2 They shall come into force from the date of its publication in the Official Gazette.
2. The following proviso shall be added to the clause 5.4.1 of the University Grants Commission (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulation 2016
“Provided that a relaxation of 5% of marks (from 50% to 45%) shall be allowed for the candidates belonging to SC/ST/OBC (Non-Creamy layers)/Differently-abled category in the entrance examination conducted by the Universities.
Provided further that, if in spite of the above relaxation, the seats allotted for SC/ST/OBC (Non-Creamy layers)/Differently-abled category remain unfilled, the concerned Universities shall launch a Special Admission Drive, for that particular category within one month from the date of closure of admissions of General Category. The concerned University will devise its own admission procedure, along with eligibility conditions to ensure that most of the seats under these categories are filled.”

Prof. RAJNISH JAIN, Secy., UGC

(ADVT.-III/4/Exty./202/18)

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:
University Grants Commission
(Minimum Standards and Procedure for Award of M.Phil/Ph.D Degrees)
(2nd Amendment) Regulations 2018.

NOTIFICATION

New Delhi, the 16th October 2018

F.No.1-1/2002(PS)Exempt vol - 11.—In exercise of the powers conferred under clauses (i) and (g) of subsection (1) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following Regulations to amend to UGC (Minimum Standards and Procedure for Awards of M.Phil/Ph.D Degree) Regulations 2016.

1. Short title, application and commencement:
 - 1.1. These Regulations may be called the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil/Ph.D Degrees) (2nd Amendment) Regulations 2018.
 - 1.2. They shall apply to every University established or incorporated by or under a Central Act, Provincial Act or a State Act, every affiliated College and every Institution Deemed to be a University under Section 3 of the said Act.
 - 1.3. This shall come into force from the date of its publication in the Official Gazette.
2. The following proviso shall be added to the clause 5.4.2 of the UGC (Minimum Standards and Procedure for Awards of M.Phil/Ph.D Degree) Regulations 2016.

“provided that for selection of candidates, a weightage of 70% to the entrance test and 30% to the performance in the interview/viva-voce shall be given”.

PROF. RAJNISH JAIN, secy.

[ADVT.-111/4/Exty./312/181

**University Grants Commission
(Open and Distance Learning) Second Amendment Regulations, 2018.**

NOTIFICATION

New Delhi, the 6th February, 2018

F. No. 2-4/2015 (DEB-III).—In exercise of the powers conferred by sub-section (1) of section 26 read with clause (j) of section 12 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following regulations further to amend the University Grants Commission (Open and Distance Learning) Regulations, 2017, namely:—

1. (1) These regulations may be called the University Grants Commission (Open and Distance Learning) Second Amendment Regulations, 2018.
(2) These shall come into the force on the date of their publication in the Official Gazette.
2. **In the University Grants Commission (Open and Distance Learning) Regulations, 2017 (hereinafter referred to as the said regulations),- (a) in regulation 3, in sub-regulation 1, for clause (viii), the following clause shall be substituted, namely:-**

“(viii) *The Higher Educational Institution has valid accreditation from National Assessment and Accreditation Council with minimum Cumulative Grade Point Average of 3.26 on a 4 point scale and has completed five years of existence:*

Provided that the Higher Educational Institutes that are either State or Central or State Private Universities and were given permission by the University Grants Commission to offer programmes in open and distance learning mode for the academic session 2017-18 will be allowed to impart Open and Distance Learning education till the academic session 2019-20 to enable them reach the prescribed quality National Assessment and Accreditation Council benchmark.

Provided further, that the Higher Educational Institutes falling in the above category but currently not accredited with National Assessment and Accreditation Council shall apply for National Assessment and Accreditation Council accreditation within three months from the date of issue of this regulation.

Provided further, that this clause shall not be applicable to Open Universities till the time they become eligible for National Assessment and Accreditation Council accreditation and it shall be mandatory for Open Universities to get National Assessment and Accreditation Council accreditation within one year of their becoming eligible for the same.

Provided further, that an institution Deemed to be a University so declared by the Central Government shall offer the Open and Distance Learning courses or programmes as per the extant Deemed to be a University Regulations and also notified by the University Grants Commission from time to time in the matter.

Provided further that the higher education institutions which are Deemed to be Universities and were given permission by the University Grants Commission to offer programme in open and distance learning mode for the academic year 2017-18 shall be permitted to impart Open and Distance Learning education till the academic session 2019-20 to enable them reach the specified quality National Assessment and Accreditation Council benchmark subject to University Grants Commission specifically allowing the Deemed to be University to conduct Open and Distance Learning courses for specific programmes and after the off campus

centres, study centres are individually inspected and found adequate by the University Grants Commission and the approval will be course specific.

Provided further, Deemed to be Universities falling in this category and currently not accredited with National Assessment and Accreditation Council shall apply for National Assessment and Accreditation Council accreditation within three months from the commencement of the University Grants Commission (Open and Distance Learning) Second Amendment Regulations, 2018.”

- (b) In regulation 3, for sub-regulation (2), the following sub-regulation shall be substituted, namely:-**

“(2) A Higher Educational Institution intending to offer a programme in Open and Distance Learning mode for academic session immediately after the commencement of the University Grants Commission (Open and Distance Learning) Second Amendment Regulations, 2018 and for subsequent years shall, notwithstanding that it has obtained permission from the then Distance Education Council or by the Commission for offering a programme in Open and Distance learning mode for next coming academic session and for subsequent years, shall make an on-line application in the format specified by the Commission, and upload the same on the specified portal along with scanned copy of the documents specified therein, at least six months before the commencement of the academic session of the programme intended to be offered by such Higher Educational Institution. However, the Commission may relax this period of six months at its discretion only for the academic session July 18 - June 19.”

- 3. In the said regulations, in regulation 19, for sub-regulation (2), the following sub-regulation shall be substituted, namely:-**

“(2) Certificates or Diplomas or Post Graduate Diplomas awarded by the Standalone Institutions which also have been approved by the Commission based on the policies of the then Distance Education Council of the Indira Gandhi National Open University for running Open and Distance Learning programmes till the academic year 2016-17 shall remain valid programmes in the field of Open and Distance Learning mode of education till the academic session 2017-18 and thereafter they shall be free to get converted their Standalone Institution status to University or constituent unit or institute of an existing university for the purpose of these Open and Distance Learning regulations, failing which, the Commission shall not accord any approval to the Open and Distance Learning programmes of Standalone

Institutions.”

- 4. In the said regulations, after regulation 20, regulation 21 shall be inserted, namely:-**

“21. Removal of difficulty

UGC reserves the right to remove difficulty/difficulties in the course of implementation of these Regulations in consultation with the Government of India, Ministry of Human Resource Development.”

P.K. THAKUR, Secy. (UGC)

[ADVT.-III/4/Exty./420/17

**University Grants Commission
(Open and Distance Learning) Third Amendment Regulations, 2018.**

NOTIFICATION

New Delhi, the 6th September, 2018

F. No. 2-4/2018 (DEB-I).—In exercise of the powers conferred by sub-section (1) of section 26 read with clause (j) of section 12 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following regulations further to amend the University Grants Commission (Open and Distance Learning) Regulations, 2017 namely:—

1. (1) These regulations may be called the University Grants Commission (Open and Distance Learning) Third Amendment Regulations, 2018.
(2) These shall come into the force on the date of their publication in the Official Gazette.
2. **In the University Grants Commission (Open and Distance Learning) Regulations, 2017 (hereinafter referred to as the said regulations), - in regulation 3, in sub-regulation (1), for clause (viii), the following clause shall be substituted, namely:-**

“(viii) The Higher Educational Institution has completed five years of existence:

Provided that the Higher Educational Institutions shall submit an undertaking to the effect that it will attain a National Assessment and Accreditation Council (NAAC) score of 3.26 on a 4-point scale before the end of academic session July 2019-June 2020, failing which, the Commission shall not accord any approval to the Open and Distance Learning Programmes of the Higher Educational Institutions:

Provided further, that this clause shall not be applicable to Open Universities till the time they become eligible for NAAC accreditation and it shall be mandatory for Open Universities to get NAAC accreditation within one year of their becoming eligible for the same:

Provided further, that an institution Deemed to be a University so declared by the Central Government shall offer the Open and Distance Learning courses or programmes as per the extant Deemed to be a University Regulations and other relevant Regulations notified by the University Grants Commission from time to time and after due inspection of the off-campus centres or study centres or both as applicable, are found adequate”.

3. **In the said regulations, in Annexure X, for paragraph 6, the following paragraph shall be substituted, namely:-**

“6. Deployment of manpower and other support at Study or Learner Support Centres

The Study Centres or Learner Support Centres shall be headed by a Coordinator, not below the rank of an Assistant Professor and shall be augmented with academic and non-academic staff depending on the number of learner, assigned for adequate support to the learners. There shall not be any restrictions in the capacity of intake in Open and Distance Learning programme at the Learning Support Centre or Study Centre and Main campus. The capacity of intake per programme should be commensurate with the available qualified faculty in relevant area, well equipped laboratory, library, online connectivity and Information and Communication Technology facilities, and appropriate infrastructure, along with the following:

- (i) Number of qualified counselor to number of students shall be 1:100 per theory course;
- (ii) Number of qualified supervisors per practical course of 2 credits: 1 or more;
- (iii) Availability of laboratory: The laboratory should be in a recognised Higher Educational Institution running a similar course in conventional mode for a period of not less than 3 years”.

RAJNISH JAIN, Secy. (UGC)

[ADVT.-III/4/Exty./214/18]

**University Grants Commission
(Online Courses or Programmes) Regulations, 2018.**

NOTIFICATION

New Delhi, the 4th July, 2018

F. No. 1-19/2016 (CPP-II/DEB-I).—In exercise of the powers conferred by clause (j) of section 12 read with clauses (f) and (g) of sub-section (1) of section 26 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission makes the following regulations, namely:—

1. Short title and commencement.—

- (1) These Regulations may be called the University Grants Commission (Online Courses or Programmes) Regulations, 2018.
- (2) These Regulations shall come into force from the date of their publication in the Official Gazette.

2. Application.— (1) These Regulations lay down the minimum standards of instruction for the grant of Certificate or Diploma or Degree, through online mode, delivered through interactive technology using internet.

- (2) These Regulations shall apply to a University referred to under clause (f) of section 2 of the University Grants Commission Act, 1956 (3 of 1956), an Institution deemed to be University under section 3 of the said Act or a University established under any State Act, which are imparting higher education or research therein by means of conducting regular classes or through Open and Distance Learning systems or through online education system that result in grant of Degree or Diploma or Certificate, in various Courses or Programmes other than Courses or Programmes in engineering, law, medicine, dental, pharmacy, nursing, architecture, physiotherapy, applied arts and such other Courses or Programmes not permitted to be offered through online or Open and Distance Learning mode by any other statutory or regulatory body or council.

3. Definitions.—In these Regulations, unless the context otherwise requires,—

- (a) ‘Act’ means the University Grants Commission Act, 1956 (3 of 1956);
- (b) ‘Academic Council or Senate’ means the body empowered to take decisions regarding all academic matters in a Higher Educational Institution including the decision permitting Online Courses or Programmes of studies in compliance to these regulations;
- (c) ‘Certificate’ means an award, not being a Degree or Diploma, granted by a Higher Educational Institution, certifying that the recipient has successfully completed an Online Course or Programme of study of minimum six months duration;
- (d) ‘Commission’ means the University Grants Commission established under the Act;
- (e) ‘Credit’ means the Unit award, gained as learning outcome, by a learner by study efforts required to acquire the prescribed level of learning in respect of that Unit;

Explanation.— It is hereby clarified that a study effort for one credit means time required by a learner to understand the contents equivalent to 15 hours classroom teaching.

- (f) ‘Degree’ means an award, not being a Certificate or Diploma, granted by an Higher Educational Institution, certifying that the recipient has successfully completed an Online Course or Programme of study of minimum three years duration in case of graduate degree and includes a post-graduate degree, where such award is granted after an Online Course or Programme of study of minimum two years duration;

- (g) 'Diploma' means an award, not being a Certificate or Degree, granted by a Higher Educational Institution, certifying that the recipient has successfully completed an Online Course or Programme of study of minimum one year duration;
- (h) 'e-Learning Material' means and includes contents in the form of structured course material, as a part of one or more courses in the Online Course or Programme, in digital format delivered through Learning Management System, which is inter-alia self-explanatory, self-contained, self-directed at the learner, and amenable to self-evaluation, and enables the learner to acquire the prescribed level of learning in a course of study, but does not include text-books or guide-books;
- (i) 'Examination centre' means a place, where examinations are conducted for the online mode learners, having the requisite infrastructure including security features for smooth conduct of such examinations;
- (j) 'Higher Education' means such education, imparted by means of conducting regular classes or through open and distance education systems or through online education system, beyond twelve years of schooling and leading to the award of a Certificate or Diploma or Degree as the case may be;
- (k) 'Higher Educational Institution' means a university covered under clause (f) of section 2 and an institution deemed to be a university under section 3 of the Act, which is imparting higher education or research therein by means of conducting regular classes or through Open and Distance Learning systems or through online education system;
- (l) 'Learner Support Services' means and includes such services as are provided by a Higher Educational Institution in order to facilitate the teaching-learning experiences by the learner;
- (m) 'Learning Management System' means a system to keep track of delivery of e-Learning Programs, learner's engagement, assessment, results and reporting in one centralized location;
- (n) 'Open University' includes a University which imparts education through distance education or Open and Distance Learning mode using different modes of Information and Communication Technology;
- (o) 'Information and Communication Technology' means the devices, tools, content, resources, forums that can be converted into or delivered through digital forms, which can be deployed for realizing the goals of teaching learning, enhancing access to and reach of resources, building of capacities, as well as management of the educational system;
- (p) 'MOOCs' shall have the same meaning as assigned to it under sub-regulation 3.6 of regulation 3 of the UGC (Credit Framework for Online learning courses through SWAYAM) Regulations 2016;
- (q) 'Online Course or Programme' means the Course or Programme of studies which is delivered through online mode leading to award of a Certificate or Diploma or Degree by an approved Higher Educational Institution and recognised under these Regulations;
- (r) 'Proctored Examination' means the examination conducted under the physical supervision of approved neutral person who ensures the identity of the test taker and the integrity of the test taking environment.
- (s) 'SWAYAM' (Study Webs of Active Learning for Young Aspiring Minds) means the learning management system as specified in the UGC (Credit Framework for online learning courses through SWAYAM) Regulation 2016;

- (t) 'Self-Learning e-Module' means a modular unit of e-learning material which is inter-alia self explanatory, self-contained, self-directed at the learner, and amenable to self-evaluation, and enables the learner to acquire the prescribed level of learning in a course of study and includes contents in the form of a combination of the following e-Learning content, namely:-
- (a) e-Text Materials,
 - (b) Video Lectures,
 - (c) Audio-Visual interactive material,
 - (d) Virtual Classroom sessions,
 - (e) Audio Podcasts,
 - (f) Virtual Simulation, and
 - (g) Self-Assessment Quizzes or Tests.

4. Eligibility Criteria.—Any Higher Educational Institution, which fulfills the following conditions, may apply for offering Online Course or Programme, namely:-

- (1) (i) should have been in existence for at least five years;
- (ii) should be accredited by the National Assessment and Accreditation Council (NAAC) with minimum score of 3.26 on a 4-point scale; and
- (iii) should be in the Top-100 in overall category in the National Institutional Ranking Framework (NIRF) for at least two years during the previous three years:
- Provided that items (ii) and (iii) shall not be applicable to government Open University till National Assessment and Accreditation Council (NAAC) or similar accreditation system and National Institutional Ranking Framework (NIRF) are made available for such Open University.
- (1) An Higher Educational Institution shall offer Online Course or Programme in only those disciplines in which it has already been offering the same or similar Course or Programme in regular mode (of classroom teaching) or in Open and Distance Learning mode and from which at least one batch has been passed out:
- Provided that the Online Course or Programme requiring Practical or laboratory courses as a curricular requirement shall not be conducted.
- (2) An Higher Educational Institution may offer Certificate, Diploma and Degree Courses or Programmes in full-fledged online mode subject to the condition that all such Courses or Programmes are duly approved by the statutory authorities or bodies of the Higher Educational Institution and the delivery mechanism conforms to the quality standards of the Online education as specified under these regulations.
- (3) An Higher Educational Institution should have the demonstrated capability for developing and production of Online Courses or Programmes-
- i) by in-house faculty for designing courses of the Course or Programme and developing the same in a manner that can impart skills and knowledge;
 - ii) with the technology for production including in-house or duly out-sourced production facilities for converting the courses of a Course or Programme into Online Courses or Programmes in the following minimum four quadrants, namely:-
 - (a) learning videos with recording or dubbing or editing facilities for graphics or animation creation;
 - (b) e-content for reading and improving comprehension of learners;

- (c) tests and assignments that test the understanding; and
 - (d) discussion forum that clarifies the doubts of the learners;
 - iii) having access to SWAYAM for-
 - (a) Learner Authentication - integrated with AADHAAR or other government recognised identity for Indian students and Passport for foreign students;
 - (b) Learner Registration - through a web application with supporting documents;
 - (c) Payment Gateway –using Digital Payment system;
 - (d) Learning Management System - which tracks the delivery of a Course or Programme, learner’s engagement, assessment, results, and reporting supported by analytical tools that can help the teachers to extract and use the relevant reports;
 - iv) with ability to conduct examinations either using technology-enabled online test with all the security arrangements ensuring transparency and credibility of the examinations, or through the Proctored Examination.
- 5. Application for the Online Courses or Programmes.-** (1) An eligible Higher Educational Institution shall submit proposal for offering Online Courses or Programmes to the Commission through online application, as per the time schedule as laid down by the Commission from time to time.
 - (1) The application form shall contain the following details, namely:-
 - i) the approval of the statutory bodies under its Act or Memorandum of Association governing the Higher Educational Institution for offering the Course or Programme in Online mode;
 - ii) access to SWAYAM or such other platform for effective delivery of all the proposed Course or Programme of study;
 - iii) list of the Course or Programme proposed to be offered and the expected enrolment of students and other requirements;
 - iv) systems for Learner Support Services, establishing Internal Quality Assurance Cell for Online Courses or Programmes, availability of the academic and other staff and the administrative arrangements for supportive services for effective delivery of such Online Courses or Programmes;
 - v) proof of availability or appointment of suitable faculty and staff, infrastructure and technology as specified in **Annexure -1** to these regulations;
 - vi) expected learning outcomes from the Course or Programme.
- 6. Approval process.—**(1) The Commission shall process the application received under regulation (5) in the following manner, namely:—
 - (i) any deficiency or defect in the application shall be communicated by the Commission to the Higher Educational Institution and the Higher Educational Institution shall be required to remove or rectify such deficiencies or defects with the necessary documents or information, if any within the laid down time period;
 - (ii) where the Higher Educational Institution has made an application for offering a Course or Programme in Online mode, the Commission may cause an inspection, in respect of such Course or Programme at its discretion through an Expert Committee; and
 - (iii) the Commission may examine the application with the help of an expert Committee constituted by Chairman of the Commission and the recommendations of such

expert Committee shall be placed before the Commission for its consideration.

- (1) After receiving the recommendations of the expert committee, the Commission, if it is satisfied that the Higher Educational Institution fulfils the laid down conditions and the quality parameters specified under these Regulations, shall pass an order granting recognition to such Higher Educational Institution or if it is of the opinion that the institution does not fulfil the laid down requirements in respect of any of the Course or Programme proposed to be offered by it, shall pass an order refusing recognition to such Higher Educational Institution for reasons to be recorded in writing.
- (2) No Higher Educational Institution shall offer any Online Course or Programme and admit students thereto unless it has been granted recognition by the Commission and admission shall not be made in anticipation of the approval.

Explanation.—For the removal of doubts, it is hereby clarified that prior to these regulations, the commission has not given recognition for an Online Course or Programme to any Higher Educational Institution.

- (3) The time periods for different stages of approval process shall be laid down by the Commission from time to time.

7. Operation of the Online Courses and Programmes.—(1) The institutions which were given recognition by the Commission under regulation 5 may operate the Online Courses or Programmes from the next following academic session.

- (1) The Online Course or Programme offered under these regulations shall conform to the following conditions, namely:-
 - i) The Online Courses and Programmes' delivery shall be through the SWAYAM portal;
Provided that the Commission may allow any other learning platform after the same is approved by the expert committee after due verification:
Provided further that the content and the designing and development of courses of the Course or Programme shall have to be developed by the in house faculty as stipulated in item (i) of sub-regulation (4) of regulation.
 - ii) The Courses or Programmes shall be designed for conventional learners, as well as working professionals and other individuals aspiring to acquire knowledge and associated academic credentials;
 - iii) The online learning shall have the following four quadrants 'approach', namely:-
 - (a) Quadrant-I i.e. e-Tutorial that shall contain - Video and Audio Contents, animation, simulations, virtual labs.
 - (b) Quadrant-II i.e. e-Content, that shall contain - Portable Document Format or e-Books or Illustration, video demonstrations, documents and interactive simulations, wherever required.
 - (c) Quadrant-III i.e. Web Resources, that shall contain - Related Links, Open Content on Internet, Case Studies, Historical development of the subject, Articles.
 - (d) Quadrant-IV i.e. Self-Assessment, that shall contain – MCQ, Problems, Quizzes, Assignments and solutions, Discussion forum topics and setting up the FAQ, Clarifications on general misconceptions.
 - iv) apart from the actual Course or Programme delivery, other components such as Counseling Process, Online Application Processing and fee payment shall also be provided through Online Mode.
 - v) there shall be provision for continuous assessment of the learner.

- vi) examinations shall be conducted through Proctored Examination and in conformity with any other norms for such examination as may be laid down by the Commission from time to time.
 - vii) Higher Educational Institutions shall upload the mandatory self-disclosure for Online Courses or Programmes on their website every year and undergo third party academic audit every two years and internal quality audit every year.
 - viii) the Program-wise information such as duration, start and end dates, fee, number of students, name of students with identifier, results shall be uploaded on the website of the Higher Educational Institution within ten days from the end of each activity and shall be updated on a continuous basis.
- (2) The Higher Educational Institution may evolve the curricular aspects, assessment criteria and Credit framework for the award of Degree or Diploma or Certificate adopting the following requirement, namely:—
- i) the course content for each course shall be clearly defined, each having modular e-content, delivered online in a structured format, with clearly spelt out learning outcomes which students are expected to acquire at the end of the module.
 - ii) Courses or Programmes architecture shall permit the online teacher or instructor to add multimedia enriched and interactive content, activities and assessments to extend learning opportunities and shall be easy to navigate.
 - iii) a Certificate Course or Programme shall be of minimum of six months' duration and shall have minimum twenty credits.
 - iv) a Diploma Course or Programme shall be of minimum of one year duration and shall have minimum forty credits.
 - v) the Credits and minimum duration for the Degree Courses or Programmes offered Online shall be the same as specified by the Commission under Choice Based Credit System (CBCS).
 - vi) the maximum duration for completing the Online Course or Programme shall be double the minimum duration of the Course or Programme or as laid down by the Commission from time to time.
 - vii) a Higher Educational Institution may decide the number of credits for an Online Course or Programme at Certificate and Diploma level having duration more than minimum duration, proportionally based on those given in item (iii) and item (iv).
 - viii) the academic sessions shall begin either from July – August or from January – February every year.
 - ix) availability of assessment mechanism - each course in the Online Course or Programme shall have a precise assessment mechanism for the identified learning outcomes at each level for both continuous formative and summative assessments.
 - x) identified technological interface and interoperability - the Online Course or Programme shall be able to utilise a variety of technology tools, shall have a user friendly interface and meet accessibility standards for interoperability and access for learners with special needs.
 - xi) professional Online Courses or Programmes - in case a Higher Educational Institution intend to offer professional Online Course or Programme in subject areas other than those excluded in sub-regulation (2) of regulation 2, the proposal of Online Courses or Programme, submitted to the Commission along with

the application for approval, shall include copy of the approval granted by the professional or statutory body or council concerned for offering such Course or Programme in Online mode and compliance to the requirements of the appropriate professional or statutory council for the Course or Programme covered in their domain shall be responsibility of the Higher Educational Institutions offering such Course or Programme and the Higher Educational Institutions shall be held responsible for any legal issues arising out of noncompliance to such requirements.

- (3) Learners' Requirements for Enrollment to Online Courses or Programmes - Learners to be enrolled for the Online Courses or Programmes shall be acquainted with the requisite information or literacy skills for which there shall be a help-line for technical assistance throughout the semester.
 - (4) Learner's Authentication Requirements - The Higher Educational Institutions shall exercise proper learner's authentication practice to ensure the academic integrity and the students, at the time of enrolment and all assessments for examinations, shall be required to provide the ADHAAR number or other government recognized identifier or Passport number, as applicable and verify their information for authentication for which necessary infrastructure or software shall be provided to them by the Higher Educational Institutions.
 - (5) Active Engagement of the Learners - Active engagement in online or virtual class shall be monitored via participation in asynchronous or synchronous discussions, assignment activity and Course or Programme involvement and the analytics of Learning Management System shall be used for ensuring the learner's participation at least for two hours every fortnight.
 - (6) Technical Know-how or Skills Requirements for Course Mentors - The Higher Educational Institutions shall have defined criteria or guidelines for the technical know-how and skill requirements of the online Course Mentors, Director, Deputy Director (Online Course or Programme) and Course or Programme Coordinators to ascertain that all the resources are competent to deliver online education effectively from the student learning perspective and continuous up gradation of skills shall be essential for embracing newer methodologies and Information and communication technology tools for enhancing the development and delivery of the Online Course or Programmes in the long run.
 - (7) Learners' Support Services and e-Learning Materials - Higher Educational Institutions shall provide adequate support for advising, counseling, mentoring and guidance so as to ensure the best possible learning experience for the learners and there shall be clear guidelines on academic integrity and netiquette (internet etiquette) expectations regarding lesson activities, group discussions, chats and plagiarism.
 - (8) Each award of Degree or Diploma or Certificate shall be assigned an unique identification number and shall have AADHAR number or other government recognized identifier or Passport number, as applicable, along with other details of the student and the Course or Programme and shall be uploaded on the National Academic Depository.
- 8. Course or Programme Monitoring and renewal.**—(1) The Commission shall periodically or at any time, based on the information received, review the performance of the Higher Educational Institutions offering Online Course or Programme through an expert Committee ensuring adherence to these Regulations and it may issue directions to comply with a set of requirements and quality guidelines for Online Course or Programme content, instructional design, technology, student assessment, and Course or Programme management.

- (1) There shall be renewal of the approval every second year to conduct the Course or Programme through an online process.
- (2) The Commission shall go through the performance of the institution, assess the outcomes of the Online Course or Programme already offered, and shall give approval for renewal through an online process, within the time period as laid down by the Commission from time to time.
- (3) In case, approval for renewal is not granted to a Higher Educational Institution for running an Online Course or Programme, the Institution shall not offer such Course or Programme for the forthcoming academic year:

Provided that the students already enrolled in the Course or Programme currently running shall be allowed to complete the Course or Programme in the laid down manner.

9. Quality Assurance.—(1) The Higher Educational Institutions offering a Course or Programme in online mode shall take the following steps, namely: -

- (i) establish Internal Quality Assurance Cell on lines of Centre for Internal Quality Assurance (CIQA) as specified in the University Grants Commission (Open and Distance Learning) Regulations, 2017 as amended from time to time.
 - (ii) take adequate measures for training and capacity building of its teaching and administrative staff at regular intervals;
 - (iii) ensure that the quality of Course or Programme of study offered through online mode is maintained on a par with standards laid down by the Commission or the other appropriate statutory authority from time to time;
 - (iv) ensure that the technical and instructional facilities with information resources for online delivery of Course or Programme are in compliance to the guidelines laid by the Commission from time to time, and are commensurate with the number of Course or Programme and enrolments thereto.
- (3) The Higher Educational Institution shall adhere to guidelines on quality assurance mechanism pertaining to Online Course or Programme issued by the Commission from time to time.

10. Powers of Inspection and Calling for Information.—(1) The Commission shall periodically review the performance of the Higher Educational Institutions offering Online Course or Programme and for that purpose may direct the Institutions to provide such information as it may require for ensuring adherence to the Regulations by the Higher Educational Institution, and the Institutions shall be under obligation to provide such information in such time period as may be specified.

- (3) Where the Commission, either *suo-motu* or on the basis of information received by it, considers it necessary so to do, for reasons to be recorded in writing, it may examine through a body of experts or such other means as it may deem fit, to satisfy itself that all the mandatory requirements under these Regulations are being complied with by the Higher Educational Institution imparting Online Courses or Programmes and take appropriate action to get compliance enforced against the Higher Educational Institution in default.

11. Withdrawal of Recognition.—(1) Where the Commission is, on its own motion or on any representation received from any person, or any information received from any other authority or a statutory body, or on the basis of any enquiry or inspection conducted by it, satisfied that a Higher Educational Institution has contravened any of the provisions of these Regulations or guidelines and orders made or issued there under, or has submitted or produced any information and documentary evidence which is found to be false at any stage

or any condition which has not been complied with, it may take punitive measures as it may specify, for reasons to be recorded in writing:

Provided that no such order against the Higher Educational Institution shall be passed unless a reasonable opportunity of hearing has been given to such Higher Educational Institution:

Provided further that withdrawing the approval Order or refusing approval by the Commission shall come into force with immediate effect.

- (1) In the event of any Higher Educational Institution being found offering Course or Programme in Online mode without the approval of the Commission or in violation to any of the provisions of these Regulations and guidelines or orders made thereunder, the Commission may -
 - (i) Issue a Show Cause Notice to withdraw the recognition of the Higher Educational Institution for an academic session or withdraw the recognition of the Higher Educational Institution, maximum up to next five academic sessions or withdraw the recognition of the Higher Educational Institution permanently;
 - (ii) Notwithstanding anything contained in item (1), the Higher Educational Institution is found continuing the violations, a First Information Report may be lodged against the officials or management of the errant Higher Educational Institution to take action as per law;
 - (iii) withhold or debar from receiving grants from the Commission;
 - (iv) refer the matter to the State Government concerned or Central Government as the case may be to initiate appropriate actions in accordance with applicable laws;
 - (v) take action as per the provisions of the Act or Rules or Regulations as applicable to the Higher Educational Institution; and
 - (vi) put on the public domain a list of such defaulters Higher Educational Institutions.
- (2) If a Higher Educational Institution offers any Course or Programme in Online mode after coming into force of the order withdrawing approval granted by the Commission, the Degree or Diploma or Certificate obtained pursuant to such Course or Programme shall not be treated as a valid qualifications.

12. Appeals and Removal of Difficulties.—(1) Any Higher Educational Institution aggrieved by an order passed by the Commission under these Regulations may prefer an appeal to the Commission within a period of thirty days and no appeal after the expiry of the said period shall be accepted.

- (2) Every appeal made under sub-regulation (1) shall be accompanied by a copy of the order appealed against.
- (3) After due consideration, the Commission may confirm or reverse the order appealed against and the decision of the Commission shall be final and binding on the Higher Educational Institutions.
- (4) **Removal of Difficulties :** UGC reserves the right to remove difficulty / difficulties in the implementation of these Regulations in consultation with the Ministry of Human Resource Development, Government of India.

Prof. RAJNISH JAIN, Secy.
[ADVT.-III/4/Exty./129/18-19]

Faculty and Staff Requirements for running Online Programmes**1. Centre / Cell for Online Courses or Programmes:**

- (1) The Higher Educational Institutions intending to offer the Online Courses or Programmes may create a separate Centre or Cell for effective coordination among its Departments or Schools of Studies offering the Course or Programme, Admission or Registration Unit, Examination Unit and Technology Support Unit.
- (2) The Centre or Cell shall maintain and administer, in collaboration with the technology support Unit of Higher Educational Institution, the Centralised Data Base of all the online Courses or Programmes.
- (3) The Centre or Cell shall have the following academic and administrative staff, namely,-
 - (a) **Director-** (i) who shall be responsible for the overall coordination of the Online Courses or Programmes offered by the Higher Educational Institution and shall have the Qualifications and Experience as specified for Professor under the relevant University Grants Commission regulations as amended from time to time.
 (ii) He/she should have experience or training in the e-content or Online Courses or Programmes or MOOCs development and essentially having basic information and communication technology skills (word processing, spreadsheet and internet communication) as well as familiarity with Online Courses or Programmes, instructional design and Learning Management Systems (LMS).
 - (b) **Deputy Director (e-Learning & Technical).**—(i) who shall be responsible for the technical coordination including maintenance of Learning Management System (LMS), student data and overall instructional design of the Online Courses or Programmes.
 (ii) He/she shall be responsible for providing technological support and facilitate the faculty in Department or Schools of Studies offering Online Courses or Programmes.
 (iii) He/she shall have the Qualifications and Experience as specified for Professor or Associate Professor under the relevant University Grants Commission regulations as amended from time to time.
 (iv) He/she shall be an e-learning expert with experience in technical coordination for modules development and Learning Management System (LMS) and if full-time expert is not available, part-time consultant may be taken on consultancy basis.
 - (c) **Assistant Director** – (i) Having qualifications and experience as specified for Assistant Professor under the relevant University Grants Commission regulations as amended from time to time, initially one, who shall coordinate with Departments or Schools of Studies offering Online Courses or Programmes.
 (ii) He/she shall have basic information and communication technology skills (word processing, spreadsheet and internet communication).
 - (d) **Assistant Registrar or Section Officer** – (i) Having qualifications and experience as specified for Assistant Registrar or Section Officer under the relevant University Grants Commission regulations as amended from time to time, who shall assist the Director in all administrative work of the Centre or Cell.

- (ii) Initially one Assistant Registrar or Section Officer may be appointed.
- (iii) He/she shall have basic information and communication technology skills (word processing, spreadsheet and internet communication).

2. Academic Staff:

- (2) (i) The Departments or Schools of Studies shall be the academic home of the Online Courses or Programmes offered by Higher Educational Institutions.
- (ii) The involvement of the full-time permanent faculty of the Departments or Schools of Studies of the Higher Educational Institution in an Online Course or Programme shall be in the following capacities, namely:-
 - (a) **Programme Coordinator** (One per Programme) : (i) A full-time Faculty shall be the Programme Coordinator for each of the Online Course or Programme offered through online mode.
 - (i) The Course or Programme Coordinator shall be at the level of Professor or Associate Professor or Assistant Professor in the subject area of the concerned Programme.
 - (ii) The Programme Coordinator shall be responsible for overall coordination of the development, delivery and assessments of the learners in an Online Programme.
 - (b) **Course Coordinator (One per Course):** (i) An Online Programme may have more than one Course. In such a case, one full-time Faculty shall be a Course Coordinator for each of the Courses of an Online Programme.
 - (i) The Course Coordinator shall be at the level of Professor or Associate Professor or Assistant Professor in the subject area of the concerned Course.
 - (ii) He/she shall be responsible for all academic issues including coordination of academic support services to be provided to the students pertaining to the particular Course.
 - (iii) The Course Coordinator shall be responsible for coordinating the development, delivery and assessments of the learners in the Course.
 - (iv) To assist the full-time faculty (Programme or Course Coordinator) in making the teaching learning effective in an online environment,
 - (c) **Course Mentor** (One per batch of 250 learners): (i) He/she shall assist the Programme or Course Coordinator in providing academic support to learners and also in managing virtual teacher learner interaction groups
 - (i) He/she shall have the relevant qualifications and experience as specified for Assistant Professor under the relevant University Grants Commission regulations as amended from time to time.
 - (ii) The Course Mentor shall be paid appropriate honorarium as per the policy of the Commission from time to time.
 - (d) **Examiners:** The Higher Educational Institution shall appoint examiners for the assessment of the online learners in a Course from among the qualified faculty from within the Institution or from other Institution and they shall be paid appropriate honorarium as per norms of the Higher Educational Institution.

(2) Technical Team for Development of e-Content as Self-Learning e-Modules*:

- Technical Manager (Production)–minimum one
- Technical Associate (Audio-Video recording and editing)– minimum one
- Technical Assistant (Audio-Video recording)– minimum one
- Technical Assistant (Audio-Video editing)–minimum one

* This activity may be outsourced to the centres across the nation having requisite facilities.

If a Higher Educational Institution have full-time technical team, the number of such professionals at various levels shall be specified by the Commission from time to time; these numbers are for the initial stage of e-content and self-learning emodule development and delivery.

3. For Delivery of Online Courses or Programmes:

- (a) Technical Manager (LMS and Data Management) - minimum one (per Centre)
- (b) Technical Assistant (LMS and Data Management) - minimum two

4. For Admission and Examination of Online Courses or Programmes:

- (a) Technical Manager (Admission, Examination and Result) - minimum one (per Centre)
- (b) Technical Assistant (Admission, Examination and Result) - minimum two

University Grants Commission
(Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018.

NOTIFICATION

New Delhi, the 23rd July, 2018

F. 1-18/2010(CPP-II).— Preamble *Whereas*, University Grants Commission (UGC), as per UGC Act, 1956, is mandated to coordinate and determine the standards of higher education;

And whereas, assessment of academic and research work done leading to the partial fulfillment for the award of degrees at Masters and Research level, by a student or a faculty or a researcher or a staff, in the form of thesis, dissertation and publication of research papers, chapters in books, full-fledged books and any other similar work, reflects the extent to which elements of academic integrity and originality are observed in various relevant processes adopted by Higher Educational Institutions (HEIs);

Therefore, in exercise of the powers conferred by clause (j) of Section 12 read with clauses (f) and (g) of subsection (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following regulations:-

1. Short title, application and commencement –
 - a. These regulations shall be called the University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018.
 - b. They shall apply to the students, faculty, researchers and staff of all Higher Educational Institutions in the country.
 - c. These regulations shall come into force from the date of their notification in the Official Gazette.

2. Definitions -

In these regulations, unless the context otherwise requires—

- a. “Academic Integrity” is the intellectual honesty in proposing, performing and reporting any activity, which leads to the creation of intellectual property;
- b. “Author” includes a student or a faculty or a researcher or staff of Higher Educational Institution (HEI) who claims to be the creator of the work under consideration;
- c. “Commission” means the University Grants Commission as defined in the University Grants Commission Act, 1956;
- d. “Common Knowledge” means a well known fact, quote, figure or information that is known to most of the people;
- e. “Degree” means any such degree specified by the University Grants Commission, by notification in the Official Gazette, under section 22 of the University Grants Commission Act, 1956;
- f. “Departmental Academic Integrity Panel” shall mean the body constituted at the departmental level to investigate allegations of plagiarism;
- g. “Faculty” refers to a person who is teaching and/or guiding students enrolled in an HEI in any capacity whatsoever i.e. regular, ad-hoc, guest, temporary, visiting etc;

- h. “Higher Educational Institution (HEI)” means a university recognized under section 2(f) of the UGC Act, 1956 or an institution deemed to be university under section 3 of the UGC Act, 1956 or an affiliating college / institution or a constituent unit of a university;
- i. “Information” includes data, message, text, images, sound, voice, codes, computer programs, software and databases or microfilm or computer generated microfiche;
- j. “Institutional Academic Integrity Panel” shall mean the body constituted at Institutional level to consider recommendations of the departmental academic integrity panel and take appropriate decisions in respect of allegations of plagiarism and decide on penalties to be imposed. In exceptional cases, it shall investigate allegations of plagiarism at the institutional level;
- k. “Notification” means a notification published in the Official Gazette and the expression “notify” with its cognate meanings and grammatical variation shall be construed accordingly;
- l. “Plagiarism” means the practice of taking someone else’s work or idea and passing them as one’s own.
- m. “Programme” means a programme of study leading to the award of a masters and research level degree;
- n. “Researcher” refers to a person conducting academic / scientific research in HEIs;
- o. “Script” includes research paper, thesis, dissertation, chapters in books, full-fledged books and any other similar work, submitted for assessment / opinion leading to the award of master and research level degrees or publication in print or electronic media by students or faculty or researcher or staff of an HEI; however, this shall exclude assignments / term papers / project reports / course work / essays and answer scripts etc.;
- p. “Source” means the published primary and secondary material from any source whatsoever and includes written information and opinions gained directly from other people, including eminent scholars, public figures and practitioners in any form whatsoever as also data and information in the electronic form be it audio, video, image or text; Information being given the same meaning as defined under Section 2 (1) (v) of the Information Technology Act, 2000 and reproduced here in Regulation 2 (1);
- q. “Staff” refers to all non-teaching staff working in HEIs in any capacity whatsoever i.e. regular, temporary, contractual, outsourced etc.;
- r. “Student” means a person duly admitted and pursuing a programme of study including a research programme in any mode of study (full time or part-time or distance mode);
- s. “University” means a university established or incorporated by or under a Central Act, a Provincial Act or a State Act, and includes an institution deemed to be university under section 3 of the UGC Act, 1956;
- t. “Year” means the academic session in which a proven offence has been committed.

Words and expressions used and not defined in these regulations but defined in the University Grants Commission Act, 1956 shall have the meanings respectively assigned to them in UGC Act, 1956.

3. Objectives

- 3.1 To create awareness about responsible conduct of research, thesis, dissertation, promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among student, faculty, researcher and staff.

- 3.2 To establish institutional mechanism through education and training to facilitate responsible conduct of research, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.
- 3.3. To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, faculty, researcher or staff of HEI committing the act of plagiarism.

4. Duties of HEI:

Every HEI should establish the mechanism as prescribed in these regulations, to enhance awareness about responsible conduct of research and academic activities, to promote academic integrity and to prevent plagiarism.

5. Awareness Programs and Trainings:

- (a) HEI shall instruct students, faculty, researcher and staff about proper attribution, seeking permission of the author wherever necessary, acknowledgement of source compatible with the needs and specificities of disciplines and in accordance with rules, international conventions and regulations governing the source.
- (b) HEI shall conduct sensitization seminars/ awareness programs every semester on responsible conduct of research, thesis, dissertation, promotion of academic integrity and ethics in education for students, faculty, researcher and staff.
- (c) HEI shall :
 - i. Include the cardinal principles of academic integrity in the curricula of Undergraduate (UG)/Postgraduate (PG)/Master's degree etc. as a compulsory course work/module.
 - ii. Include elements of responsible conduct of research and publication ethics as a compulsory course work/module for Masters and Research Scholars.
 - iii. Include elements of responsible conduct of research and publication ethics in Orientation and Refresher Courses organized for faculty and staff members of the HEI.
 - iv. Train student, faculty, researcher and staff for using plagiarism detection tools and reference management tools.
 - v. Establish facility equipped with modern technologies for detection of plagiarism.
 - vi. Encourage student, faculty, researcher and staff to register on international researcher's Registry systems.

6. Curbing Plagiarism

- a) HEI shall declare and implement the technology based mechanism using appropriate software so as to ensure that documents such as thesis, dissertation, publications or any other such documents are free of plagiarism at the time of their submission.
- b) The mechanism as defined at (a) above shall be made accessible to all engaged in research work including student, faculty, researcher and staff etc.
- c) Every student submitting a thesis, dissertation, or any other such documents to the HEI shall submit an undertaking indicating that the document has been prepared by him or her and that the document is his/her original work and free of any plagiarism.
- d) The undertaking shall include the fact that the document has been duly checked through a Plagiarism detection tool approved by the HEI.
- e) HEI shall develop a policy on plagiarism and get it approved by its relevant statutory bodies/ authorities. The approved policy shall be placed on the homepage of the HEI website.

- f) Each supervisor shall submit a certificate indicating that the work done by the researcher under him / her is plagiarism free.
- g) HEI shall submit to INFLIBNET soft copies of all Masters, Research program's dissertations and thesis within a month after the award of degrees for hosting in the digital repository under the "*Shodh Ganga e-repository*".
- h) HEI shall create Institutional Repository on institute website which shall include dissertation / thesis / paper / publication and other in-house publications.

7. Similarity checks for exclusion from Plagiarism

The similarity checks for plagiarism shall exclude the following:

- i. All quoted work reproduced with all necessary permission and/or attribution.
- ii. All references, bibliography, table of content, preface and acknowledgements.
- iii. All generic terms, laws, standard symbols and standards equations.

Note:

The research work carried out by the student, faculty, researcher and staff shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only and shall not have any similarities. It shall exclude a common knowledge or coincidental terms, up to fourteen (14) consecutive words.

8. Levels of Plagiarism

Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition:

- i. Level 0: Similarities upto 10% - Minor similarities, no penalty
- ii. Level 1: Similarities above 10% to 40%
- iii. Level 2: Similarities above 40% to 60%
- iv. Level 3: Similarities above 60%

9. Detection/Reporting/Handling of Plagiarism

If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he or she shall report it to the Departmental Academic Integrity Panel (DAIP). Upon receipt of such a complaint or allegation the DAIP shall investigate the matter and submit its recommendations to the Institutional Academic Integrity Panel (IAIP) of the HEI.

The authorities of HEI can also take *suomotu* notice of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by the HEI on the basis of findings of an examiner. All such cases will be investigated by the IAIP.

10. Departmental Academic Integrity Panel (DAIP)

- i. All Departments in HEI shall notify a DAIP whose composition shall be as given below:
 - a. Chairman - Head of the Department
 - b. Member - Senior academician from outside the department, to be nominated by the head of HEI.
 - c. Member - A person well versed with anti plagiarism tools, to be nominated by the Head of the Department.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

The tenure of the members in respect of points 'b' and 'c' shall be two years.

The quorum for the meetings shall be 2 out of 3 members (including Chairman).

- ii. The DAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff.
- iii. The DAIP shall have the power to assess the level of plagiarism and recommend penalty(ies) accordingly.
- iv. The DAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the IAIP within a period of 45 days from the date of receipt of complaint / initiation of the proceedings.

11. Institutional Academic Integrity Panel (IAIP)

- i. HEI shall notify a IAIP whose composition shall be as given below:
 - a. Chairman - Pro-VC/Dean/Senior Academician of the HEI.
 - b. Member - Senior Academician other than Chairman, to be nominated by the Head of HEI.
 - c. Member - One member nominated by the Head of HEI from outside the HEI
 - d. Member - A person well versed with anti-plagiarism tools, to be nominated by the Head of the HEI.

The Chairman of DAIP and IAIP shall not be the same. The tenure of the Committee members including Chairman shall be three years. The quorum for the meetings shall be 3 out of 4 members (including Chairman).

- ii. The IAIP shall consider the recommendations of DAIP.
- iii. The IAIP shall also investigate cases of plagiarism as per the provisions mentioned in these regulations.
- iv. The IAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff of HEI.
- v. The IAIP shall have the power to review the recommendations of DAIP including penalties with due justification.
- vi. The IAIP shall send the report after investigation and the recommendation on penalties to be imposed to the Head of the HEI within a period of 45 days from the date of receipt of recommendation of DAIP/ complaint / initiation of the proceedings.
- vii. The IAIP shall provide a copy of the report to the person(s) against whom inquiry report is submitted.

12. Penalties

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Masters and Research programs and on researcher, faculty & staff of the HEI only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner.

12.1 Penalties in case of plagiarism in submission of thesis and dissertations

Institutional Academic Integrity Panel (IAIP) shall impose penalty considering the severity of the Plagiarism.

- i. **Level 0: Similarities upto 10% -** Minor Similarities, no penalty.
- ii. **Level 1: Similarities above 10% to 40% -** Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.

- iii. **Level 2: Similarities above 40% to 60%** - Such student shall be debarred from submitting a revised script for a period of one year.
- iv. **Level 3: Similarities above 60%** - Such student registration for that programme shall be cancelled.

Note 1: Penalty on repeated plagiarism- Such student shall be punished for the plagiarism of one level higher than the previous level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.

Note 2: Penalty in case where the degree/credit has already been obtained - If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the IAIP and approved by the Head of the Institution.

12.2 Penalties in case of plagiarism in academic and research publications

- I. **Level 0: Similarities up to 10%** - Minor similarities, no penalty.
- II. **Level 1: Similarities above 10% to 40%**
 - i) Shall be asked to withdraw manuscript.
- III. **Level 2: Similarities above 40% to 60%**
 - i) Shall be asked to withdraw manuscript.
 - ii) Shall be denied a right to one annual increment.
 - iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of two years.
- IV. **Level 3: Similarities above 60%**
 - i) Shall be asked to withdraw manuscript.
 - ii) Shall be denied a right to two successive annual increments.
 - iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of three years.

Note 1: Penalty on repeated plagiarism - Shall be asked to withdraw manuscript and shall be punished for the plagiarism of one level higher than the lower level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative. In case level 3 offence is repeated then the disciplinary action including suspension/termination as per service rules shall be taken by the HEI.

Note 2: Penalty in case where the benefit or credit has already been obtained - If plagiarism is proved on a date later than the date of benefit or credit obtained as the case may be then his/her benefit or credit shall be put in abeyance for a period recommended by IAIP and approved by the Head of the Institution.

Note 3: HEIs shall create a mechanism so as to ensure that each of the paper publication/thesis/dissertation by the student, faculty, researcher or staff of the HEI is checked for plagiarism at the time of forwarding/submission.

Note 4: If there is any complaint of plagiarism against the Head of an HEI, a suitable action, in line with these regulations, shall be taken by the Controlling Authority of the HEI.

Note 5: If there is any complaint of plagiarism against the Head of Department/Authorities at the institutional level, a suitable action, in line with these regulations, shall be recommended by the IAIP and approved by the Competent Authority.

Note 6: If there is any complaint of plagiarism against any member of DAIP or IAIP, then such member shall excuse himself / herself from the meeting(s) where his/her case is being discussed/ investigated.

13. Removal of Difficulty

UGC reserves the right to remove difficulty/difficulties in the course of implementations of these Regulations in consultation with the Government of India/ Ministry of Human Resource Development.

Prof. RAJNISH JAIN, Secy.

[ADVT.-III/4/Exty./161/18]

**University Grants Commission
(Open and Distance Learning) Fourth Amendment Regulations, 2019.**

NOTIFICATION

New Delhi, the 6th June, 2019

F. No. 1-8/2019 (DEB-I).—In exercise of the powers conferred by sub-section (1) of section 26 read with clause (j) of section 12 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following regulations further to amend the University Grants Commission (Open and Distance Learning) Regulations, 2017, namely:-

1. Short title and commencement.-
 - 1) These regulations may be called the University Grants Commission (Open and Distance Learning) Fourth Amendment Regulations, 2019.
 - 2) They shall come into the force on the date of their publication in the Official Gazette.
2. In the University Grants Commission (Open and Distance Learning) Regulations, 2017, - in regulation 1, in sub-regulation (3), the following proviso shall be inserted, namely:-

“Provided that the University Grants Commission may, by order, exempt the Indira Gandhi National Open University, a university established under the Indira Gandhi National Open University Act, 1985 (50 of 1985), from the application of these regulations, considering the objectives of the said Act.”

RAJNISH JAIN, Secy.

ADVT.-III/4/Exty./92/19]

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:
University Grants Commission
(Online Courses or Programmes) Amendment Regulations, 2020.

NOTIFICATION

New Delhi, the 17th January, 2020

F. No. 2-5/2019 (OL).—In exercise of the powers conferred by sub-section (1) of section 26 read with clause (j) of section 12 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following regulations to amend the University Grants Commission (Online Courses or Programmes) Regulations, 2018, namely:-

1. Short title and commencement. –

- 1) These regulations may be called the University Grants Commission (Online Courses or Programmes) Amendment Regulations, 2020.
 - 2) They shall come into the force on the date of their publication in the Official Gazette.
2. In the University Grants Commission (Online Courses or Programmes) Regulations, 2018, in regulation 2, in sub-regulation (2), the following proviso shall be inserted, namely:-
- “Provided that the University Grants Commission may, by order, exempt the Indira Gandhi National Open University, a university established under the Indira Gandhi National Open University Act, 1985 (50 of 1985), from the application of these regulations, considering the objectives of the said Act”.

RAJNISH JAIN, Secy.
[ADVT.-III/4/Exty./416/19]

University Grants Commission
(Open and Distance Learning Programmes and Online Programmes)
Regulations, 2020.

NOTIFICATION

New Delhi, the 4th September, 2020

No. F. 1-1/2020(DEB-I).—In exercise of the powers conferred by sub-sections (1) and (2) of section 26 read with clause (j) of section 12 of the University Grants Commission Act, 1956 (3 of 1956) and in supersession of the University Grants Commission (Open and Distance Learning) Regulations, 2017 and University Grants Commission (Online Courses or Programmes) Regulations, 2018 except as respect of things done or omitted to be done before such supersession, the University Grants Commission with the previous approval of the Central Government hereby makes the following regulations, namely:-

PART I

PRELIMINARY

1. Short title, application and commencement.

- (1) These regulations may be called the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.
- (2) These regulations lay down the minimum standards of instruction for the grant of degrees at the undergraduate and post graduate levels and grant of post graduate diploma, through Open and Distance Learning mode and Online mode and shall be in addition to and not in derogation of any other regulations, Notifications, Guidelines or Instructions issued by the Commission.
- (3) These regulations shall apply to a University referred to under clause (f) of section 2 of the University Grants Commission Act, 1956 (3 of 1956), an Institution Deemed to be University under section 3 of the said Act:
Provided that the University Grants Commission may, by order, exempt a Higher Educational Institution or Higher Educational Institutions from the application of these regulations.
- (4) They shall come into force on the date of their publication in the Official Gazette.

2. Definitions.

In these regulations, unless the context otherwise requires,-

- a. Academic Council or Senate¹ means the body empowered to take decisions regarding all academic matters in a Higher Educational Institution including the decision permitting to offer Open and Distance Learning Programmes and/or Online Programmes in compliance to these regulations;
- b. Academic session² means duration of twelve months beginning either in January to February or in the month of July to August, as the case may be, of every calendar year;
- c. Act³ means the University Grants Commission Act, 1956 (3 of 1956);
- d. Centre for Internal Quality Assurance⁴ (CIQA) means a Centre established by a Higher Educational Institution for ensuring the quality of programmes being offered in Open and Distance Learning mode and Online mode, as specified in Annexure-I;
- e. Commission⁵ means the University Grants Commission established under the University Grants Commission Act, 1956 (3 of 1956);

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- f. Conventional model means a mode of providing learning opportunities through face to face interaction between the teacher and learner in regular class room environment but does not exclude supplementary instructions if any for the learner through use of online;
- g. Credit means the Unit award gained by a learner with study efforts of minimum number of hours required to acquire the prescribed level of learning in respect of that Unit;
Explanation.- For the purpose of this clause, A study effort for one credit shall mean time required by a learner to understand the contents equivalent to 15 hours of classroom teaching or 30 hours including self-learning time required to acquire the prescribed level of learning in respect of that Unit;
- h. degree means a degree specified under sub-section (3) of section 22 of the Act;
- i. Dual Mode University means a Higher Educational Institution offering programmes under conventional mode and also under Open and Distance Learning mode and/or Online mode;
- j. e-Learning Material means and includes contents in the form of structured course material, as a part of one or more courses in the Online Programme, in digital format delivered through Learning Management System, which is *inter alia* self explanatory, self-contained, self-directed at the learner, and amenable to self evaluation, and enables the learner to acquire the prescribed level of learning in a course of study, but does not include text-books or guide-books; as defined in these regulations;
- k. Examination Centre means a place where examinations are conducted, *inter alia*, for assessment of the learners pursuing programmes under Open and Distance Learning mode and Online mode and is having the requisite infrastructure relevant to respective mode of education including adequate manpower for smooth conduct of examinations and adhering to such minimum standards as specified in these regulations;
- l. Franchising for the purpose of these regulations, means and includes the practice of allowing, formally or informally, any person or institution or organisation, other than the Higher Educational Institution recognised under these regulations for offering programmes under Open and Distance Learning mode and Online mode, to offer such programmes of study or any related activity on behalf of or in the name of the recognised Higher Educational Institution, and the terms ‘franchise’ and ‘franchisee’ shall be construed accordingly;
- m. Higher Education means such education imparted by conventional mode or through open and distance learning mode or through online mode conducting regular classes or through Open and Distance Learning mode or through Online mode, beyond twelve years of schooling leading to the award of a Degree at undergraduate or postgraduate level or Certificate or Diploma or Postgraduate Diploma;
- n. Higher Educational Institution means a university under clause (f) of section 2 and an Institution Deemed to be a University under section 3, of the University Grants Commission Act, 1956, which is offering programmes through conventional mode and/or through Open and Distance Learning mode and/or through Online mode, in the field of higher education or research therein;
- o. Information and Communication Technology means the diverse set of tools and resources used to communicate, create, disseminate, store, manage information and be deployed for realising the goals of interactive teaching-learning, enhancing access, ensuring knowledge cum information sharing, building capacities and management of the educational system and resources;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- p. Integrated Programme¹ shall have the same meaning as defined in UGC Notification on Specification of Degree, 2014;
- q. Learning Management System¹ means a system to keep track of delivery of e Learning Programmes, learner's engagement, assessment, results, reporting and other related details in one centralised location;
- r. Learner Support Centre¹ means a centre established or recognised by the Higher Educational Institution for advising, counselling, providing interface between the teachers and the learners, rendering any academic and any other related service and assistance required, inter alia, by the learners of Open and Distance Learning mode;
- s. Learner Support Services¹ means and includes such services as are provided by a Higher Educational Institution in order to facilitate the acquisition of teaching learning experiences by the learner to the level prescribed by or on behalf of the Commission in respect of a programme of study under Open and Distance Learning mode and/or Online mode;
- t. MOOCs¹ shall have the same meaning as assigned to it under sub-regulation 3.6 of regulation 3 of UGC (Credit Framework for Online learning courses through SWAYAM) Regulations, 2016;
- u. Online Model¹ means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using internet, e-Learning Materials and full-fledged programme delivery through the internet using technology assisted mechanism and resources;
- v. Open and Distance Learning Model¹ means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using a variety of media, including print, electronic, online and occasional interactive face-to-face meetings with the learners or Learner Support Services to deliver teaching-learning experiences, including practical or work experiences;
- w. Open University¹ means a Higher Educational Institution which imparts education only through Open and Distance learning mode and/or Online mode using variety of media including print, electronic, online, information and communication technology educational aids including Open Educational Resources (OERs) or Massive Open Online Courses (MOOCs) etc. and is not having any provision for offering higher education in conventional mode in its Act or Memorandum of Association or other statutory documents governing the Higher Educational Institution;
- x. Post Graduate Diploma¹ means a programme with minimum duration of two years, minimum entry level qualification as graduation, minimum 80 credits and nomenclature as recognised by the Commission and regulatory authority or statutory council, as applicable;
- y. Proctored Examination¹ means the examination conducted under the supervision of approved person or technology enabled proctoring which ensures the identity of the test taker and the integrity of the test taking environment, either in pen-paper mode or in computer based testing mode or in full-fledged Online mode; as permissible in Open and Distance Learning mode and Online mode under these regulations;
- z. Prohibited programmes¹ means such programmes which shall not be permitted to be offered in Open and Distance Learning Mode and Online Mode in Higher Education, as detailed under:
 - a) The programmes in the disciplines (including their allied domains) of Engineering, Medical, Physiotherapy, Occupational Therapy and other Para-Medical disciplines,

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

Pharmacy, Nursing, Dental, Architecture, Law, Agriculture, Horticulture, Hotel Management, Catering Technology, Culinary Sciences, Aircraft Maintenance, Visual Arts and Sports;

- b) The research based programmes such as M.Phil and Ph.D;
- c) Such other Programmes not permitted to be offered through Open and Distance Learning mode and/or Online mode by any concerned statutory or regulatory body or council:

Provided that, if the concerned statutory or regulatory body or council permits any of the prohibited programmes, as mentioned above, under its domain, in Open and Distance Learning mode and/or Online mode, the same may be considered by the Commission, and the decision so taken shall be notified by an Order.

- (za) Prospectus^l includes any publication, whether in print or e-form, issued for providing fair and transparent information, relating to a Higher Educational Institution and its programmes, to the general public (including to those seeking admission in such Higher Educational Institution) by the management of such Higher Educational Institution or any authority or person authorised by such Higher Educational Institution to do so;
- (zb) Regional Centre^l means a Centre established or maintained by the Higher Educational Institution for the purpose of coordinating and supervising the work of the Learner Support Centres in the region as per its territorial jurisdiction and for performing such other functions as may be conferred on such Centre by the statutory authorities of the Higher Educational Institution;
- (zc) Self-Learning e-Module^l for Online mode means a modular unit of course material in e-learning form which is *inter alia* self-explanatory, self-contained, self-directed at the learner, and amenable to self-evaluation, and enables the learner to acquire the prescribed level of learning in a course of study and includes contents in the form of a combination of the following e-Learning content, namely:-
 - (a) e-Text Materials;
 - (b) Video Lectures;
 - (c) Audio-Visual interactive material;
 - (d) Virtual Classroom sessions;
 - (e) Audio Pod casts;
 - (f) Virtual Simulation; and
 - (g) Self-Assessment Quizzes or Tests;
- (zd) Self-Learning Material^l for Open and Distance Learning mode means and includes contents in the form of course material, whether print or in e-form, which is *inter alia* self-explanatory, self-contained, self-directed at the learner, and amenable to self-evaluation, and enables the learner to acquire the prescribed level of learning in a course of study, but does not include text-books or guide-books;
- (ze) SWAYAM^l (Study Webs of Active Learning for Young Aspiring Minds) means the learning management system as specified in the UGC (Credit Framework for online learning courses through SWAYAM) Regulations, 2016.

PART II

RECOGNITION PROCESS FOR OFFERING PROGRAMMES UNDER OPEN AND DISTANCE LEARNING (ODL) MODE AND ONLINE MODE

3. Institutional Level Eligibility Criteria.—

(A) **Open and Distance Learning Mode:** Any Higher Educational Institution, may apply for offering programmes through the Open and Distance Learning mode, which fulfils the following conditions, namely:-

- i. shall be accredited by the National Assessment and Accreditation Council with minimum score of 3.01 on a 4-point scale;

or

having rank in top-100 in University category of National Institutional Ranking Framework, at least once in two preceding cycles (at the time of application):

Provided that the NAAC and NIRF Ranking requirements shall be valid for academic session 2020-2021 (session beginning July, 2020 and January, 2021) only and shall be reviewed subsequently by the Commission for the academic session 2021-2022 (session beginning July 2021) and onwards:

Provided further that in view of unprecedented circumstances due to COVID-19 pandemic, the Higher Educational Institutions recognised by the University Grants Commission to offer programmes in Open and Distance Learning mode till the academic session 2019- 2020 to enable them to reach the prescribed quality National Assessment and Accreditation Council benchmark and had submitted an undertaking to the effect that they will attain a National Assessment and Accreditation Council score of 3.26 on a 4-point scale before the end of academic session July 2019 - June 2020, and have also submitted an application to the National Assessment and Accreditation Council till 29 February 2020, shall continue to offer programmes, already recognised for the academic session 2019-2020, in Open and Distance Learning mode for a period of one year, academic session 2020-2021, starting from July 2020. Thereafter these Higher Educational Institutions shall be required to attain the eligibility mentioned at sub-clause (i) above:

Provided also that the NAAC condition mentioned above shall not be applicable to the Open Universities already recognised by the Commission for offering Open and Distance Learning Programmes for the academic year 2019-2020. These Open Universities shall be required to submit an affidavit that they shall obtain NAAC accreditation prior to the completion of the current recognition period, as specified in the Commission order already issued, failing which the Commission shall not accord further recognition to the programmes of such Open Universities under Open and Distance Learning mode:

Provided also that Open Universities not recognised by the Commission under UGC (Open and Distance Learning) Regulations, 2017 shall be required to obtain National Assessment and Accreditation Council (NAAC) accreditation within one year of their becoming eligible for accreditation by the National Assessment and Accreditation Council (NAAC), failing which the Commission shall not accord further recognition to the programmes of such Open Universities under Open and Distance Learning mode:

Provided also that an Institution Deemed to be a University under section 3 of the University Grants Commission Act, 1956 shall offer programmes in Open and Distance Learning mode in accordance with the extant Deemed to be University Regulations and also in compliance to the provisions of these regulations;

(B) Online Mode

- (a) Higher Educational Institutions having NAAC score 3.26 and above or having rank in Top-100 in University category of National Institutional Ranking Framework, at least twice in three preceding cycles (at the time of application), shall be permitted to start full-fledged Online programmes without prior approval of the UGC, provided it satisfies all the conditions mentioned in these regulations:

Provided that the Higher Educational Institutions can start maximum of three (03) Under Graduate (UG) programmes and ten (10) Post Graduate (PG) programmes with the approval of its statutory authorities and in strict compliance with the provisions of these regulations:

Provided further that the NAAC and NIRF Ranking requirements shall be valid for academic session 2020-2021 (session beginning July, 2020 and January, 2021) only and shall be reviewed subsequently by the Commission for the academic session 2021-2022 (session beginning July 2021) and onwards:

Provided also that Higher Educational Institutions shall be required to submit application and desired information, and comply to all the provisions of the regulations and shall be required to submit an affidavit to the UGC:

Provided also, that in case, the Higher Educational Institutions want to start more than the defined number of programmes, then they shall seek prior permission from the Commission.

- (b) Any Higher Educational Institution, may apply for offering programmes through the Online mode, which fulfils the following conditions, namely:-

- (i) shall be in existence for at least three years; and
- (ii) shall be accredited by the National Assessment and Accreditation Council with minimum score of 3.01 on a 4-point scale;

or

shall be in the top-100 in University category in the National Institutional Ranking Framework for at least once in last two preceding cycles (at the time of application):

Provided that the NAAC and NIRF Ranking requirements shall be valid for academic session 2020-2021 (session beginning July, 2020 and January, 2021) only and shall be reviewed subsequently by the Commission for the academic session 2021-2022 (session beginning July 2021) and onwards:

Provided further that the condition mentioned at item (ii) of sub-clause (b) shall not be applicable to the Open Universities already recognised by the Commission for offering Open and Distance Learning programmes or Online programmes for the academic year 2019-2020. These Open Universities shall be required to submit an affidavit that they shall obtain National Assessment and Accreditation Council (NAAC) accreditation prior to the completion of the current recognition period, as specified in the Commission order already issued, failing which the Commission shall not accord further recognition to the programmes of such Open Universities under Online mode:

Provided also that a Higher Educational Institution having National Assessment and Accreditation Council (NAAC) valid score equal or more than 3.26 or having rank in Top-100 in University category of National Institutional Ranking Framework at least twice in three preceding cycles shall be permitted to enroll International Learners also:

Provided also that an Institution Deemed to be a University under section 3 of the University Grants Commission Act, 1956 shall offer programmes in Online mode in accordance with the extant Deemed to be University Regulations and also in compliance to the provisions of these regulations.

4. Requirements for Submission of Proposals.—

(A) Common Provisions for Open and Distance Learning Mode and Online Mode:

Every Higher Educational Institution eligible as per regulation 3 and intending to offer a programme in Open and Distance Learning mode and/or Online mode from the academic session shall make an application to the Commission in the format mentioned in sub regulation (1) of regulation 5 with documentary evidence for grant of recognition on fulfillment of the following conditions, namely:

- (i) the Higher Educational Institution has complied with the Institutional eligibility criteria as per regulation 3 of these regulations;
- (ii) the Higher Educational Institution has the approval of the statutory bodies under its Act for offering the programme in Open and Distance Learning mode or Online mode, as the case may be;
- (iii) the list of proposed programmes to be offered in Open and Distance Learning mode or Online mode, as applicable, the expected enrolment of learners, the learning outcome of each programmes and other requirements as notified by the Commission from time to time;
- (iv) for the programmes falling under the ambit of a statutory or regulatory authority or regulatory council, the Higher Educational Institution has the approval or recommendations of the respective statutory or regulatory authority or regulatory council for offering the programmes in Open and Distance Learning mode or Online mode, as applicable;

Explanation: Programmes as mentioned at clause (iv) shall be considered only when these are recommended by the respective statutory or regulatory authority or regulatory council to offer in Open and Distance Learning mode or Online mode, as applicable. Also, statutory or regulatory authority or regulatory council shall either maintain the minimum standards for the programmes in Open and Distance Learning mode or Online mode as stipulated in these regulations or set higher standards while making recommendations to the Commission.

- (v) the entry level qualifications, curriculum, teaching-learning scheme, pattern of question papers for end semester examination or term end examination, pass or fail criteria in Dual Mode University are the same for conventional programme and the proposed Open and Distance Learning programme or Online programme, as applicable, and in case of Open University, these parameters are same for Open and Distance Learning programme and proposed Online programme;
- (vi) weightages to continuous assessment and end semester examinations or term end examinations for the proposed Open and Distance Learning programmes or Online programmes, as applicable, is in conformity with regulation 15;
- (vii) submission of the fee as notified by Commission;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (viii) a copy of such application is displayed on the website of the Higher Educational Institution by way of self-disclosure;
- (ix) submission of affidavit in the format notified by Commission;
- (x) preparedness status, as decided by the Commission from time to time for various stages of recognition process for the following, namely:-
 - (a) establishing Centre for Internal Quality Assurance as specified in **Annexure-I**;
 - (b) for establishing Learner Support Centres (Open and Distance Learning programmes) as specified in **Annexure-VIII**;
 - (c) providing systems for Learner Support Services as specified in **Part IV**;
 - (d) availability of Director, academic and other staff, qualified Counsellors/ Co-ordinators/ Mentors, (for ODL and Online modes, as applicable) meeting such standards of competence as specified in **Annexure-IV**;
 - (e) administrative arrangements, infrastructure and technology support for effective delivery of programmes in Open and Distance Learning and Online mode as specified in **Annexure- IV**.

Explanation: A Private University established under a State Act shall be eligible to offer programmes under Open and Distance Learning mode through its Head Quarters only and duly recognised off-campus centres. A Private University shall not offer programmes under Open and Distance Learning mode through any Learner Support Centre.

(B) Provisions for Open and Distance Learning Mode:

- (i) The Higher Educational Institution shall adhere to the policy of territorial jurisdiction as specified in **Annexure-III**;
- (ii) A Higher Educational Institution shall be eligible to offer only those degree programmes at undergraduate and postgraduate levels and post graduate diploma programmes, which it has already been offering in conventional mode of classroom teaching and from which at least one batch has passed out:

Provided that this sub-clause shall not be applicable to Open Universities:

Provided further that Science based programmes, which require hands-on experience, experimental setup, shall be offered only by the Higher Educational Institutions having NAAC score of 3.26 and above or by the Open universities or by the Higher Educational Institutions having rank in top-100 in University category of National Institutional Ranking Framework (NIRF), at least twice in three preceding cycles:

Provided also that the Science based 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.

- (iii) The application is accompanied with evidence of having prepared the self-learning materials required as decided by the Commission, for the proposed programmes of study, duly approved by the statutory bodies of the Higher Educational Institutions empowered to decide on academic matters.
- (iv) The application is accompanied with evidence of availability/ preparedness, as decided by the Commission from time to time, of Open and Distance Learning resources, adequate for effective delivery of all the proposed programme(s) of study considering the expected enrolment of learners.

(C) Provisions for Online Mode:

- (i) Territorial Jurisdiction shall not be applicable to the Higher Educational Institutions for offering recognised Online programmes under these regulations.
- (ii) A Higher Educational Institution, shall be eligible to offer only those degree programmes at undergraduate and postgraduate levels and post graduate diploma programmes, which it has already been offering in conventional mode of classroom teaching or in Open and Distance Learning mode and from which at least one batch has passed out:

Provided that any programme requiring practical or laboratory course as a curricular requirement, shall be prohibited through Online mode, except in cases where practical component is limited to programming and coding including software tools.

- (iii) The application is accompanied with demonstrated capability of Higher Educational Institution for development and production of Online Programmes for the proposed programmes of study, duly approved by the statutory bodies of the Higher Educational Institution empowered to decide on academic matters.
- (iv) The application is accompanied with evidence of Higher Educational Institution having access to SWAYAM or other learning platform for the proposed programmes of study, duly approved by the statutory bodies of the Higher Educational Institution empowered to decide on academic matters, for-
 - (a) learner authentication - integrated with Aadhaar or other government recognised identity for Indian learners and Passport for foreign learners;
 - (b) learner registration - through a web application with supporting documents;
 - (c) payment gateway – using Digital Payment system;
 - (d) learning management System - which tracks the delivery of Programme, learner's engagement, assessment, results, and reporting supported by analytical tools that can help the teachers to extract and use the relevant reports.
- (v) The application is accompanied with the evidence of ability to conduct proctored examinations with all the security arrangements ensuring transparency and credibility of the examinations.
- (vi) The application is accompanied with evidence to ensure that the Higher Educational Institutions offering Online Programmes is not having any franchise arrangement with a private service provider and the ownership of offering Online programmes including all the required components of Online education and compliance to all the provisions of the regulations shall be that of Higher Educational Institutions only.
- (vii) The application is accompanied with evidence of availability/preparedness, the administrative arrangements for supportive services for effective delivery of all the proposed programme(s) of study considering the expected enrolment of learners.

- 5. Programmes Recognition Process.—** (1) A Higher Educational Institution intending to offer a programme through Open and Distance Learning mode and/or Online mode for academic session and for subsequent years, shall make an online application, as invited by the Commission in the format notified by Commission and upload the same on the specified portal along with scanned copy of all the documents specified therein, at least three months prior to commencement of the academic session of the programme intended to be offered by such Higher Educational Institution:

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

Provided that the programmes of the Higher Educational Institutions recognised by the Commission under UGC (Open and Distance Learning) Regulations, 2017 and UGC (Online Courses or Programmes) Regulations, 2018 shall remain valid programmes for the period as mentioned in the Commission Orders. These Higher Educational Institutions shall submit an affidavit to the Commission that they shall comply to provisions of these regulations prior to the beginning of next academic session from the notification of these regulations. However, after the expiry of the recognition period as specified in the already notified Commission Orders, the Higher Educational Institution for the said programmes shall be required to apply afresh as per the sub regulation (1) of regulation 4.

- (2) The Commission shall process the application received under sub-regulation (1) of regulations 5 in the following manner, namely:-
 - (i) any deficiency or defect in the application shall be communicated by the Commission to the Higher Educational Institution and the Higher Educational Institution shall be required to remove or rectify such deficiencies or defects with the necessary documents or information, if any, within fifteen days;
 - (ii) where the Higher Educational Institution has made an application for offering programme(s) in Open and Distance Learning mode and/ or Online mode, the Commission may cause an inspection, in respect of such programme(s), of the Higher Educational Institution at its discretion through an Expert Committee;
 - (iii) the Commission shall examine the application with the help of an Expert Committee constituted by Chairman of the Commission and the recommendations of the Committee shall be placed before the Commission for its consideration.
- (3) After processing the application in the manner laid down under sub-regulation (2) of regulation 5 for offering programme(s) through Open and Distance Learning mode and/or Online mode, the Commission shall-
 - (i) if it is satisfied that such Higher Educational Institution fulfils the conditions laid down and the quality parameters specified under these regulations, pass an order granting recognition to such Higher Educational Institution for a period of five years in respect of such programmes either in Open and Distance Learning mode or in Online mode or in both modes, as it may specify in the order, and subject to such conditions as it may specify:

Provided that while passing an order, where the Commission does not grant recognition in respect of one or more programmes, the Commission shall specify the grounds of such refusal in the order.
 - (ii) If the Commission is of the opinion that such Higher Educational Institutions does not fulfill the requirements laid down in clause (i) in respect of any of the programme intended to be offered by the Higher Educational Institution either in Open and Distance Learning mode or in Online mode or in both modes, it shall pass an order refusing recognition to such Higher Educational Institution for reasons to be recorded in writing.
- (4) Every order granting or refusing recognition to a Higher Educational Institution for programme(s) in Open and Distance Learning mode and/or Online mode under sub regulation (3) of regulation 5 shall be communicated in writing for appropriate action to such Higher Educational Institution and to the concerned State Government and the Central Government.

- (5) Every Higher Educational Institution, in respect of which recognition for programme(s) has not been granted by the Commission, shall discontinue the programme(s) in Open and Distance Learning mode and/or Online mode with immediate effect:

Provided that the learners already enrolled in the currently recognised programmes shall be allowed to complete the Programmes in the laid down manner.

- (6) Every Higher Educational Institution which is accorded recognition by the Commission under these regulations shall offer programme(s) in Open and Distance Learning mode and/or Online mode from the academic session as mentioned in the Commission Order.
- (7) No Higher Educational Institution shall offer any Open and Distance Learning Programme and/or Online Programme and admit learners thereto unless it has been granted recognition by the Commission and admission shall not be made in anticipation of the recognition.

- 6. Appeal.**— (1) Any Higher Educational Institution aggrieved by an order made under sub regulation (3) of regulation 5 and withdrawal of recognition under sub-regulation (1) of regulation 7 may prefer an appeal to the Commission within a period of thirty days from the date of issue of communication;

- (2) No appeal shall be accepted after the expiry of the prescribed period under sub-regulation (1).
- (3) Every appeal made under these regulations shall be accompanied by a copy of the order appealed against along with a fee of Rs. 10,000/- per programme.
- (4) The procedure for disposing off an appeal shall be as under:
- (i) The Commission shall examine the appeal with the help of a Standing Appellate Committee constituted by Chairman of the Commission.
- (ii) The Committee will examine the appeals of the Higher Educational Institutions received against the Commission decision for rejection of programme and make recommendation whether to confirm or reverse the Commission decision on rejection of programmes.
- (5) The Commission may confirm or reverse the order appealed against.
- (6) The decision of the Commission shall be final and binding on the Higher Educational Institutions.

- 7. Withdrawal of recognition.**— (1) Where the Commission is, on its own or on any representation received from any person, or any information received from any authority or a statutory body, or on the basis of any enquiry or inspection conducted by it, satisfied that a Higher Educational Institution has contravened any of the provisions of these regulations or guidelines and orders made or issued there under, or has submitted or produced any information and documentary evidence which is found to be false at any stage or any condition subject to which recognition under clause (i) of sub-regulation (3) of regulation 5 has been granted, it may withdraw recognition of such Higher Educational Institution in respect of such programme(s) as it may specify, for reasons to be recorded in writing:

Provided that no such order against the Higher Educational Institution shall be passed unless a reasonable opportunity of making representation against the proposed order has been given to such Higher Educational Institution:

Provided further that the order withdrawing or refusing recognition passed by the Commission shall come into force with immediate effect.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (2) If a Higher Educational Institution offers any programme in Open and Distance Learning mode or Online mode after the coming into force of the order withdrawing recognition under sub-regulation (1) or fails to obtain recognition under these regulations for offering programmes in Open and Distance Learning mode or Online mode for academic session and subsequent academic sessions, the degree obtained pursuant to such programme or after undertaking a programme in Open and Distance Learning mode and/or Online mode in such Higher Educational Institutions, shall not be treated as a valid qualification:

Provided that the programmes of the Higher Educational Institutions recognised by the Commission under UGC (Open and Distance Learning) Regulations, 2017 and UGC (Online Courses or Programmes) Regulations, 2018 shall remain valid programmes for the period as mentioned in the Commission Orders.

- (3) In the event of any Higher Educational Institution found offering programmes in Open and Distance Learning mode and/or Online mode without recognition of the Commission or in violation to any of the provisions of these regulations and guidelines or orders made there under, the Commission may-
- (i) issue Show-Cause Notice;
 - (ii) withdraw the recognition of a programme or some programmes or all the programmes for an academic session or withdraw the recognition, maximum up to next five academic sessions not only for such Open and Distance Learning programmes and/or Online programmes but also for other programmes offered by the institutions in regular and conventional mode;
 - (iii) if, in spite of above, the Higher Educational Institution is found continuing the violations, a First Information Report may be lodged against the officials or management of the errant Higher Educational Institution to take action as per law;
 - (iv) withhold or debar from receiving University Grants Commission grants;
 - (v) refer the matter to the Central or State Government, as applicable for withdrawal of Higher Educational Institution status;
 - (vi) take action as per the provisions of the Act or Rules or Regulations as applicable to the Higher Educational Institution;
 - (vii) put in the public domain a list of such defaulters Higher Educational Institutions;
 - (viii) in case of a non-recognized Higher Educational Institution offering programmes in Open and Distance Learning mode and/or Online mode, punitive action mentioned at clauses (i), (iii), (v) and (vii) shall be exercised by the Commission keeping in view future of the learners.

PART III

MAINTENANCE OF INFRASTRUCTURAL, ACADEMIC AND OTHER QUALITY STANDARDS BY HIGHER EDUCATIONAL INSTITUTIONS

8. **Systems Management, Structure and Processes.**— (1) An Open University shall have designated Schools of Studies for design and development of programmes in Open and Distance Learning mode and, which shall be headed by a regular functionary on full time dedicated basis not below the rank of an Associate Professor and shall have appropriate and adequate academic, technical, administrative staff and infrastructural resources as specified in **Annexure-IV**. The Open University shall also have appropriate departments such as operational department for admissions, learner support and examinations.

- (2) An Open University shall have a designated Centre for Online Education (COE) for operationalising the programmes designed and developed by the Schools of Studies for Online Learning mode and, which shall be headed by Director, a regular functionary on full time dedicated basis not below the rank of an Associate Professor and shall have appropriate and adequate academic, technical, administrative staff and infrastructural resources as specified in **Annexure-IV**.
 - (3) A Higher Educational Institution other than an Open University shall have a designated Centre for Distance and Online Education (CDOE) for operationalising the programmes in Open and Distance Learning mode and/or Online mode, which shall be headed by Director, a regular functionary on fulltime dedicated basis not below the rank of an Associate Professor and shall have appropriate and adequate academic, technical, administrative staff and infrastructural resources as specified in **Annexure-IV**.
 - (4) A Higher Educational Institution shall plan, implement, coordinate and monitor operationalisation and quality assurance of the programmes in Open and Distance Learning mode and/or Online mode and shall ensure adherence to the regulations and guidelines of the Commission and other regulatory authorities.
- 9. Self-regulation through disclosures, declarations and reports.**— A Higher Educational Institution offering programmes in Open and Distance Learning mode and/or Online mode shall display on its website a joint declaration by authorised signatories, Registrar and Director of Centre for Internal Quality Assurance, authenticating that the following documents have been uploaded on the Higher Educational Institution's website, namely:-
- a. 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 and/or Online mode;
 - b. copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities;
 - c. programme details including brochures or programme guides inter alia information such as name of the programme, duration, eligibility for enrolment, programme fee, programme structure;
 - d. programme-wise information on syllabus, suggested readings, contact points for counselling/mentoring, programme structure with credit points, programme-wise faculty details, list of supporting staff, list of Learner Support Centres with addresses and contact details (for Open and Distance Learning mode), their working hours and counselling (for Open and Distance Learning mode)/mentoring (for Online mode) Schedule;
 - e. important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.;
 - f. detailed strategy plan related to Online programme delivery, if any including learning materials offered through Online and learner assessment system and quality assurance practices of Online learning programmes;
 - g. 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/or Online programmes and shall be an input for maintaining the quality of the programmes and bridging the gaps, if any;

- h. information regarding all the programmes recognised by the Commission;
- i. data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded;
- j. complete information about ‘Self Learning Material’ including name of the faculty who prepared it, when was it prepared and last updated for Open and Distance Learning Programmes; Similarly information about ‘E-Learning Materials’ in 4 quadrants in case of Online programmes;
- k. a compilation of questions and answers under the head ‘Frequently Asked Questions’ with the facility of online interaction with learners providing hyperlink support for Open and Distance Learning Programmes and Online Programmes;
- l. list of the ‘Learner Support Centres’ along with the number of learners 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, for Open and Distance Learning programmes;
- m. list of the ‘Examination Centres’ along with the number of learners in each centre, for Open and Distance Learning programmes;
- n. details of proctored examination in case of Online programmes for all the exams;
- o. details of proctored examination in case of end semester examination or term end examination of Open and Distance Learning programmes;
- p. academic Calendar mentioning period of the admission process along with the academic session, dates of continuous and end semester examinations or term end examinations, etc;
- q. reports of the third party academic audit to be undertaken every five years and internal academic audit every year by Centre for Internal Quality Assurance.

10. Quality Assurance.— (1) A Higher Educational Institution recognised for offering programme(s) in Open and Distance learning mode and/or Online mode shall, take the following steps, namely:-

- i. establish a Centre for Internal Quality Assurance, common for programmes in the Open and Distance Learning mode and/or Online mode as per **Annexure I**;
- ii. follow the Quality Assurance Guidelines on learning materials in multiple media, curriculum and pedagogy, as specified by the Commission in **Annexure VI** and shall post its quality assurance mechanism on the website;
- iii. take adequate measures for training and capacity building of its teaching and administrative staff and counsellors/co-ordinators/mentors at regular intervals;
- iv. ensure that the quality of programmes of study offered through Open and Distance Learning mode and/or Online mode are maintained at par with standards as defined for the conventional mode of teaching, in conformity with the provisions as stipulated under section 22 of UGC Act, 1956 and UGC notification on specification of degrees, 2014 as notified by the Commission;
- v. exhibit the copies of the approval letters duly obtained or received from the concerned statutory or regulatory authority or council to offer programmes under its domain on the Higher Educational Institution’s website as well as against the name of the each programmes in the brochure or bulletin of the respective Higher Educational Institution and inform the same to the University Grants Commission from time to time in the matter:

Provided that in case of violation of these regulations, the provisions specified under sub-regulation (3) of regulation 7 shall apply;

- vi. ensure that the academic and instructional facilities at its Learner Support Centres for Open and Distance Learning mode, and information resources for online delivery of programmes meet the guidelines laid by the Commission from time to time, and are commensurate with the number of programmes and enrolments thereto.
- (2) Every Higher Educational Institution recognised to offer programme in Open and Distance Learning Mode and/or Online mode shall adhere to all the provisions regarding mandatory disclosure of information as stipulated under regulation 9.
- 11. Teachers and Academic Staff working in Higher Educational Institutions.—** (1) Teacher and equivalent academic staff in the Schools of Studies or Centre of Distance and Online Education or Centre for Online Learning and Learner Support Centres (for Open and Distance Learning only) shall be appointed as per the minimum qualifications laid down in the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in the Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018 and there shall be positions for Assistant Professor, Associate Professor and Professor in the Schools of Studies or Centre for Online Education for an Open University or in the Centre of Distance and Online Education for a dual mode University on permanent and/or full time dedicated basis, for performing academic functions.
 - (2) Every teacher, beside his or her academic responsibilities shall participate in teaching, curriculum and course material development, undertake examination or test or evaluation or invigilation work, general assistance to learners in removing their academic difficulties, and participate in extracurricular and institutional support activities as required.
 - (3) The workload of a teacher shall take into account teaching, research and extension activities, preparation of lessons, evaluation of assignments, term papers etc. shall be in accordance with the guidelines issued by the Commission:

Provided that the time spent on extension work where it forms an integral part of the course specified shall count towards the teaching load.
 - (4) The number of full-time dedicated teachers exclusively for Open and Distance Learning Mode and/or Online mode and other administrative and technical staff shall be appointed as stipulated under Annexure-IV of these regulations.
 - (5) The details of the faculty in the Schools of Studies or Centre for Online Education or Centre of Distance and Online Education of the Higher Educational Institution and in the Learner Support Centres (for Open and Distance Learning Mode only) shall be declared on the website of the Higher Educational Institution and be linked to Aadhaar details or other Government identifiers.
- 12. Use of e-resources for Open and Distance Learning mode.—** (1) A Higher Educational Institution offering programme(s) in Open and Distance Learning mode shall take such measures as are necessary to blend Information Communication Technologies (ICT) including those developed by National Mission on Education through Information and Communication Technology, for enhancing effectiveness of teaching – learning process, and administrative functioning and for maintenance of updated information at all times in respect of status of admissions, registration, for managing teaching-learning activities through online support for interactive learning with learner feedback, to facilitate the use of Open Educational Resources (OER), Massive Open Online Courses and for continuous as well as comprehensive evaluation, certification, and other aspects of learner support.

- (2) A Higher Educational Institution may allow up to forty per cent. of the total courses being offered in a particular programme in a semester through the Online Learning courses/ Massive Open Online Courses.

13. Programme Launching Process for Higher Educational Institution.—

(A) Common Provisions for Open and Distance Learning Mode and Online Mode:

- (1) The proposed programmes shall be designed for conventional learners, as well as for working professionals and other individuals aspiring to acquire knowledge and associated academic credentials through Open and Distance Learning Mode and/or Online mode.
- (2) Minimum and Maximum Duration of Programme:
 - (i) The minimum duration for completion and award of degrees at the undergraduate and postgraduate levels in Open and Distance Learning mode and Online mode shall be in accordance with the UGC notification of specification of degrees, 2014;
 - (ii) The minimum duration for completion and award of post graduate diploma shall be two years;
 - (iii) The maximum duration for completion and award of degree at the undergraduate and postgraduate levels or post graduate diploma in Open and Distance Learning mode and Online mode shall be double the minimum duration of the respective programmes as per items (i) and (ii).
- (3) Before offering any programme, the Higher Educational Institution shall prepare a Programme Project Report as per **Annexure-V** for each programme which shall include the following, namely:-
 - (i) information on relevance of programme to the Institution's mission and goals, objectives of the programme, nature of prospective target group of learners, and appropriateness of Open and Distance Learning mode and/or Online mode for acquiring specific competencies or skills;
 - (ii) instructional design which shall include duration of programme(s), faculty and support staff requirements, instructional delivery mechanisms, identification of media – print, audio or video, online, computer aided, and learner support service systems;
 - (iii) procedure for admissions, curriculum transaction and evaluation;
 - (iv) details of laboratory support required for the programme(s), if any;
 - (v) library Resources;
 - (vi) cost estimate of the programme and the provisions there for, indicating the amount assigned for programme development, delivery and maintenance;
 - (vii) quality assurance mechanism and expected programme outcomes;
 - (viii) curriculum and detailed syllabi of the programme(s); and
 - (ix) guidelines on launching programme(s) design, development and any such matters as specified by the Commission and other regulatory bodies which shall be followed by the Higher Educational Institutions.
- (4) A Higher Educational Institution other than an Open Universities shall offer programmes in Open and Distance Learning mode and/or Online mode with total credits and minimum duration for the programmes kept same as that of corresponding programmes in conventional mode.

- (5) An Open University shall offer programmes in Open and Distance mode with total credits and minimum duration for programmes kept same as that of corresponding programmes in conventional mode by the Central and/or State Universities and for offering programmes in Online mode, total credits and minimum duration for programme shall be the same as that of corresponding programme in Open and Distance Learning mode.
- (6) The Programme Project Report shall be approved by the appropriate authorities of the Higher Educational Institution, which shall put in place a monitoring mechanism to ensure its proper implementation.
- (B) Provisions for Open and Distance Learning mode:** A Higher Educational Institution offering programme in Open and Distance Learning mode shall, in order to facilitate the pace of learning and multiple choice for learners, prepare Self Learning Material as per **Annexure-VI** and **Annexure-VII** taking into consideration the following, namely:-
 - (i) Self Learning Material has clearly stated objectives, intended learning outcomes, study guidance and advice for the learners as to how to optimally use the material and suggestive related reference material to enhance the learning experience, and linkage within the text with other media (for digital SLM) is maintained for easy referencing and progress;
 - (ii) At least 60 per cent. of Self Learning Materials shall be developed by the in-house faculty of the Higher Educational Institution and the remaining per cent. of the materials can be sourced from available resources such as other Higher Educational Institutions, Open Educational Resources (OER), and SWAYAM, duly approved by the statutory authorities of the Higher Educational Institution;
 - (iii) Self Learning Materials developed and offered by it is self-explanatory, self contained, illustrative, easily comprehensible, and in manageable modules such as units and blocks;
 - (iv) Self Learning Materials provides adequate mechanism for the learners to provide feedback on their understanding of the subject;
 - (v) Self Learning material is revised periodically from the perspective of improving quality and learner support:

Provided that a Higher Educational Institution shall prepare the Self Learning Material only after approval of the Programme Project Report:

Provided further that no programme in Open and Distance Learning mode shall be launched by a Higher Educational Institution unless it has prepared the Self Learning Material taking into consideration the above factors.
- (C) Provisions for Online mode.—** (1) A Higher Educational Institution offering programme in Online mode shall prepare the E-Learning Materials as per **Annexure-VI** and **Annexure-VII**, taking into the consideration the following, namely:-
 - (i) The Online Learning shall have the four quadrant approach; as per UGC (Credit Framework for online learning courses through SWAYAM) Regulations, 2016;
 - (ii) At least 60 per cent. of e-Learning Material shall be developed by the in-house faculty of the Higher Educational Institution and remaining per cent. of the material can be sourced from available e-resources such as Open Educational Resources (OER), SWAYAM or other source, duly approved by the statutory authorities of the Higher Educational Institution;

- (iii) A Higher Educational Institution shall have demonstrated capability, for developing and production of Online programmes with the technology for production including in-house or duly out-sourced production facilities for converting the courses of a Programme into Online Programmes, defined as under–
 - (a) learning videos with recording or dubbing or editing facilities for graphics or animation creation;
 - (b) e-content for reading and improving comprehension of learners;
 - (c) tests and assignments that test the understanding;
 - (d) discussion forum that clarifies the doubts of the learners.
 - (iv) The Online programmes' delivery shall be through the SWAYAM portal or any other learning platform duly approved by the Commission on the recommendation of the Technical Expert Committee broadly complying to the features mentioning at **Annexure-IX**.
 - (v) The Programme offered under Online mode shall conform to the condition that apart from the Programme delivery, other components such as Counselling Process, Online Application Processing and fee payment shall also be provided through Online mode.
- (2) The Higher Educational Institution may evolve the curricular aspects, assessment criteria etc. for the award of Degree at the undergraduate and postgraduate levels and/or Post Graduate Diploma adopting the following requirements, namely:-
- (i) the course content for each course shall be clearly defined, each having modular e content, delivery online in a structured format, with clearly spelt out learning outcomes which learners are expected to attain at the end of the module;
 - (ii) programmes (including courses in a programme) architecture shall permit the online teacher or instructor to add multi-media enriched and interactive content, activities and assessments to extend learning opportunities and shall be easy to navigate;
 - (iii) availability of assessment mechanism - each course in the Online Programme shall have a precise assessment mechanism for the identified learning outcomes at each level for both continuous formative and summative assessments;
 - (iv) identified technological interface and interoperability - the Online Programme shall be able to utilise a variety of technology tools, shall have a user friendly interface and meet accessibility standards for interoperability and access for learners with special needs.
- (3) Learners' Requirements for Enrolment to Online Programmes - Learners to be enrolled for the Online Programmes shall be acquainted with the requisite information or literacy skills for which there shall be a helpline for technical assistance throughout the semester/course of study.
- (4) Learner's Authentication Requirements –
- (i) the Higher Educational Institutions shall exercise proper learner's authentication practice to ensure the academic integrity and all the Indian learners, at the time of enrolment, synchronous /asynchronous participations and all assessments for examinations, shall be required to provide the Aadhaar number or other government recognised identifier, as applicable and verify their information for authentication for which necessary infrastructure or support shall be provided to them by the Higher Educational Institutions;

- (ii) all the International learners shall authenticate their credentials through Passports only. These learners shall pursue Online programmes from their country of residence.
- (5) Active Engagement of the Learners - Active engagement in Online or virtual class shall be monitored via participation in asynchronous or synchronous discussions, assignment activity and Programme involvement and the analytics of Learning Management System shall be used for ensuring the learner's participation at least for two hours every fortnight.
- (6) Technical Know-how or Skills Requirements - The Higher Educational Institutions shall have defined criteria or guidelines for the technical know-how and skill requirements of the Online Programme Coordinators, Course Coordinators, Course Mentors and other staff and ascertain that all the resources are competent to deliver online education effectively from the learner learning perspective and continuous upgradation of skills shall be essential for embracing newer methodologies and Information and communication technology tools for enhancing the development and delivery of the Online Programmes in the long run.
- (7) Learners' Support Services and E-Learning Materials – Higher Educational Institutions shall provide adequate support for advising, counselling, mentoring and guidance so as to ensure the best possible learning experience for the learners and there shall be clear guidelines on academic integrity and netiquette (internet etiquette) expectations regarding lesson activities, group discussions, chats and plagiarism.
- (8) A Higher Educational Institution shall provide the details of all International learners enrolled immediately after the beginning of the academic session to the Ministry of External Affairs, Ministry of Education and University Grants Commission.

PART IV

ADMISSIONS, EXAMINATIONS AND LEARNER SUPPORT

- 14. Admission and fees.—** (1) On being granted recognition under clause (i) of sub-regulation (3) of regulation 5, a Higher Educational Institution shall admit learners to its recognised programmes only from the academic session specified in the Commission order:

Provided that the intake capacity under Open and Distance Learning mode for a programme under science discipline to be offered by a Dual Mode University shall be three times of the approved intake in conventional mode and in case of Open University, it shall be commensurate with the capacity of the Learner Support Centres (for Open and Distance Learning only) to provide lab facilities to the admitted learners:

Provided further that enrolment of learners to the Higher Educational Institution, for any reason whatsoever, in anticipation of grant of recognition for offering a programme in Open and Distance Learning mode and/or Online mode, shall render the enrolment invalid:

Provided also that if the Higher Educational Institution is found violating any of the provisions of these regulations, punitive action shall be taken by the Commission in accordance with the sub-regulation (3) of regulation 7.

- (2) In order to provide opportunities for Higher Education to a larger segment of the population and to promote the educational wellbeing of the community in general, the fee structure shall be devised by the Higher Educational Institutions in such a manner that it is affordable to all the stakeholders including students from the deprived sections of society and the Higher Educational Institutions shall comply with the following:-

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (i) A Higher Educational Institution shall, for admission in respect of any programme in Open and Distance Learning mode and/or Online mode, accept payment towards admission fee and other fees and charges-
 - (a) as may be fixed by it and declared by it in the prospectus for admission, and on the website of the Higher Educational Institutions;
 - (b) with a proper receipt in writing issued for such payment to the concerned learner admitted in such Higher Educational Institutions;
 - (c) only by way of online transfer, bank draft or pay order directly in favour of the Higher Educational Institution.
- (ii) 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.
- (iii) 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, and shall provide for equity and access to all deserving learners.
- (iv) Admission of learners to a Higher Educational Institution for a programme in Open and Distance Learning mode and/or Online mode shall be offered in a transparent manner and made directly by the Head Quarters of the Higher Educational Institution which shall be solely responsible for final approval relating to admissions or registration of learners:

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.
- (v) Every Higher Educational Institution shall–
 - (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 period of five years;
 - (c) exhibit such records as permissible under law on its website; and
 - (d) be liable to produce such record, whenever called upon to do so by any statutory authority of the Government under any law for the time being in force.
- (vi) Every Higher Educational Institution shall publish, prior to the date of commencement of admission to any of its programme in Open and Distance Learning mode and/or 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:-
 - (a) each component of the fee, deposits and other charges payable by the learners admitted to such Higher Educational Institutions for pursuing a programme in Open and Distance Learning mode and/or Online mode, and the other terms and conditions of such payment;

- (b) the percentage of tuition fee and other charges refundable to a learner admitted in such Higher Educational Institutions in case such learner withdraws from such Higher Educational Institutions before or after completion of programme of study and the time within, and the manner in, which such refund shall be made to the learner;
 - (c) the number of seats approved in respect of each programme of Open and Distance Learning mode and/or Online mode, which shall be in consonance with the resources;
 - (d) the conditions of eligibility including the minimum age of a learner in a particular programme of study, where so specified by the Higher Educational Institution;
 - (e) the minimum educational qualifications required for admission in programme(s) specified by the Commission or relevant statutory authority or councils, or by the Higher Educational Institution, where no such qualifying standards have been specified by any statutory authority;
 - (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 the amount of fee to be paid for the admission test;
 - (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;
 - (h) pay and other emoluments payable for each category of teachers and other employees;
 - (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;
 - (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;
 - (k) activity planner including all the academic activities to be carried out by the higher educational institution during the academic sessions:
Provided that the Higher Educational Institution shall publish information referred to in sub-clauses (a) to (k) 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.
- (vii) No Higher Educational Institution shall, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a programme of study conducted by it;
- (viii) 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 and/or Online mode offered by a Higher Education Institution;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (ix) No Higher Educational Institution, who has in its possession or custody, any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such Higher Educational Institution, shall refuse to return such degree, certificate award or other document with a view to induce or compel such person to pay any fee or fees in respect of any programme of study which such person does not intend to pursue or avail any facility in such Higher Educational Institution;
- (x) In case a learner, after having admitted to a Higher Educational Institution, for pursuing any programme in Open and Distance Learning mode and/or Online mode subsequently withdraws from such Higher Educational Institution, no Higher Educational Institution in that case shall refuse to refund such percentage of fee deposited by such learner and within such time as notified by the Commission and mentioned in the prospectus of such Higher Educational Institution;
- (xi) No Higher Educational Institution shall, issue or publish-
 - (a) any advertisement for inducing learners for taking admission in the Higher Educational Institution, claiming to be recognised by the appropriate statutory authority or by the Commission where it is not so recognised;
 - (b) any information, through advertisement or otherwise in respect of its infrastructure or its academic facilities or of its faculty or standard of instruction or academic or research performance, which the Higher Educational Institution, or person authorised to issue such advertisement on behalf of the Higher Educational Institution knows to be false or not based on facts or to be misleading.

15. Evaluation.—

(A) Common Provisions for Open and Distance Learning Mode and Online Mode: (1)

The Higher Educational Institution shall adopt the guidelines issued by the Commission for the conduct of proctored examinations.

- (2) A Higher Educational Institution offering Open and Distance Learning Programmes and/or Online programmes shall have a mechanism well in place for evaluation of learners enrolled through Open and Distance Learning mode and/or Online mode and their certification.
- (3) The evaluation shall include two types of assessments; (i) continuous or formative assessment; and (ii) summative assessment in the form of end semester examination or term end examination:

Provided that no end semester examination or term end examination shall be held in a subject 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;
- (ii) For Open and Distance Learning mode: the learner has minimum attendance of 75 per cent. in the programme specific Personal Contact Programme (excluding counselling) and lab component of each of the programmes; and detailed attendance records have been maintained by Learner Support Centre/Regional Centre/ Higher Educational Institution;
- (iii) For Online mode: the learner has minimum participation of 75 per cent. in all the activities of Online programme prior to end semester examination or term end examination:

Provided further that 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 and through Online mode shall be evolved by adopting same standards as being followed in conventional mode by the dual mode Higher Educational Institutions and in Open Distance Learning mode by the Open Universities:

Provided also that the weightage for different components of assessments for both Open and Distance Learning mode and Online mode shall be as under:

- (i) continuous or formative assessment (in semester): Maximum 30 per cent.
- (ii) summative assessment (end semester examination or term end examination): Minimum 70 per cent.

The Higher Educational Institution shall notify all assessment tools to be used for formative and summative assessments.

- (4) Marks or grades obtained in continuous assessment and end semester examinations or term end examinations shall be shown separately in the grade card.
- (5) A Higher Educational Institution offering a Programme in Open and Distance Learning mode and/or Online mode shall adopt a rigorous process in development of question papers, question banks, assignments and their moderation, conduct of examination, evaluation of answer scripts by qualified teachers, and result declaration, and shall so frame the question papers as to ensure that no part of the syllabus is left out of study by a learner.
- (6) The examination of the programmes in Open and Distance learning mode and/or Online mode shall be managed by the examination or evaluation Unit of the Higher Educational Institution and shall be conducted in the examination centre as given under these regulations.
- (7) The Examination Centre* shall be established as per **Annexure-I** and **Annexure-II** with due approval of the statutory authority of the Higher Educational Institution, subject to the following:-
 - (i) The Examination Centre shall have proper monitoring mechanisms for Closed Circuit Television (CCTV) recording of the entire examination procedure and biometric system and 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 in charge of examination centre to the concerned Higher Educational Institution.
 - (ii) The Higher Educational Institution shall retain all such Closed- Circuit Television recordings in archives for a minimum period of five years.
 - (iii) 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.
- (B) Provisions for Open and Distance Learning Mode:** (1) 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 online or computer based testing) within Territorial Jurisdiction, in the examination centre as mentioned in these regulations. The Exams shall be under the direct control and responsibility of the Open and Distance Learning mode Institution.

- (2) All Government Institutions like Kendriya Vidyalaya(s), Navodaya Vidyalaya(s), Sainik School(s), State Government Schools, etc. can also be identified as examination centre(s) under direct overall supervision of a Higher Educational Institution offering education under the Open and Distance Learning mode including approved affiliated colleges under the University system in the Country and no Examination Centres shall be allotted to private organisations or unapproved Higher Educational Institutions.
- (3) The Learner Support Centres, as defined in the regulations and within the territorial jurisdiction, can also be used as examination centres provided they fulfill the criteria of an examination centre as defined in these regulations.
- (4) The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners.

(C) Provisions for Online Learning mode: (1) An Higher Educational Institution offering programme through Online mode shall conduct examinations either using technology enabled online test with all the security arrangements ensuring transparency and credibility of the examinations, or through the Proctored Examination and in conformity with any other norms for such examination as may be laid down by the Commission;

- (2) As restriction of territorial jurisdiction is not applicable for Online learning, such Higher Educational Institutions which are recognised to enroll international learners shall endeavour to conduct proctored examinations for such learners;
- (3) 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.

16. Certification.— (1) Each award of Degree at undergraduate and postgraduate level and post graduate diploma for both Open and Distance Learning and Online mode shall be assigned a unique identification number and shall have photograph and Aadhaar number or other government recognised identifier or Passport number, as applicable, along with other relevant details of the learner along with the Programme name. Each award shall also be uploaded on the National Academic Depository.

- (2) It shall be mandatory for Higher Educational Institution to mention the following on the backside of each of the degrees/certificates and mark sheets issued by the Higher Educational Institution to the learners (for each semester certificate and at the end of the programme):
 - (i) Mode of delivery;
 - (ii) Date of admission;
 - (iii) Date of completion;
 - (iv) Name and address of all Learner Support Centres (only for Open and Distance Learning);
 - (v) Name and address of all Examination Centres.

- 17. Learner Support Centre for Open and Distance Learning.**— (1) A Higher Educational Institution offering programme in Open and Distance Learning mode shall, ensure that a Learner Support Centre is established as per **Annexure-VIII** only in a college or institution affiliated to a University or in a Government recognised Higher Educational Institution offering programmes in the same broad areas having the necessary infrastructure and human resources for offering the programme:

Provided that a Learner Support Centre defined under these regulations shall not be the Learner Support Centre for more than two Higher Educational Institutions at a time to offer programmes in Open and Distance Learning mode:

Provided further that a Learner Support Centre of a State University should be in the same state in which the State University has been established:

Provided also that a Higher Educational Institution may establish a special Learner Support Centre for imparting instruction to persons referred to in the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995, the National Trust for Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disability Act, 1999 and other persons in difficult circumstances, including jail inmates:

Provided also that a Learner Support Centre shall not be set up under a franchisee agreement in any case.

- (2) A Learner Support Centre shall be the contact point or centre managed by the Higher Educational Institution for providing academic as well as administrative support to its learners and shall perform such other functions as specified in **Annexure-VIII**.
 - (3) The Learner Support Centre shall be headed by a Coordinator who shall be a regular teacher not below the rank of a qualified Assistant Professor of the concerned College or Higher Educational Institution and assisted by the counsellors as decided by the Higher Educational Institution.
 - (4) The Higher Educational Institution shall have a Standard Operating Procedure for the smooth functioning of the Learner Support Centre which shall include functions of the Learner Support Centres and its different functionaries, monitoring mechanism of different services provided by the Centre, and it shall be mandatory for the Learner Support Centre to maintain the learner data related to conduct of counselling sessions, evaluation of assignments and grievance redressal.
- 18. Learner Support Services.**— (1) A Higher Educational Institution offering programmes in Open and Distance Learning mode and/or Online mode shall have guidelines for learner support services which is made available to all the Co-ordinators/ Counsellors/ Mentors and is accessible to the learners.
- (2) The learner support services to be provided by the Higher Educational Institution shall include broadly the following, namely:-
 - (i) pre-admission counselling for prospective learners to provide information to facilitate them in taking an informed decision on joining a specific programme;
 - (ii) support for admission related matters;
 - (iii) details of study material and information shall also be available on the website of the Higher Educational Institution;
 - (iv) arrangement to ensure the delivery of self learning material to learners for ODL programmes as defined in **Annexure-VI** and **Annexure-VII** within a fortnight from the date of admission and in addition, the Higher Educational Institution may provide additional learning resources through on-line mode, Compact Disks etc.;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (v) a full-time dedicated help desk well versed with the learner information data base providing single window services for all learner related queries.
- (3) The University Grants Commission (Grievance Redressal) Regulations, 2012, shall be adopted and operationalised by the Higher Educational Institution, and the Higher Educational Institution shall institute a system of Grievance Redressal, in accordance with the guidelines specified in **Annexure-X**.
- (4) The Higher Educational Institution shall provide facilities for online guidance and counselling facilities to the learners.
- (5) The Higher Educational Institution shall create online discussion forum for learners.

Part V

ASSESSMENT, ACCREDITATION, AUDIT, INSPECTION AND MONITORING 19.

Assessment, Accreditation and Audit.—

- (1) A Higher Educational Institution offering programmes in Open and Distance Learning mode and/or Online mode shall comply with University Grants Commission (Mandatory Assessment and Accreditation of Higher Educational Institutions) Regulations, 2012 and in any case shall apply for assessment and accreditation under those regulations for assessment and accreditation of the programmes offered by it in Open and Distance Learning mode and/or Online mode:
Provided that Open Universities shall obtain accreditation as stipulated under regulation 3.
 - (2) A Higher Educational Institution recognised under these regulations for imparting programmes in Open and Distance Learning mode and/or Online mode shall get all its programmes assessed through the Centre for Internal Quality Assurance once in a year in the format prescribed by the Commission and the report on quality assurance shall, before the end of the academic year, be prominently placed on its website and a copy furnished to the Commission.
 - (3) A Higher Educational Institution recognised under these regulations for imparting programmes in Open and Distance Learning mode and/or Online mode shall undergo third party academic audit every five years and internal academic audit by Centre for Internal Quality Assurance every year as specified in **Annexure-I**.
- 20. Powers to inspect and monitoring.—** (1) The Commission shall periodically review the performance of the Higher Educational Institution and for the purpose may direct the Higher Educational Institution to provide such information as it may require from the viewpoint of ensuring adherence of the regulations by the Higher Educational Institution, and the Higher Educational Institution shall be under obligation to provide such information in such time period as may be specified.
- (2) Where the Commission, either *suo motu* or on the basis of information received by it, considers it necessary, for reasons to be recorded in writing, may cause an inquiry through inspection or otherwise by such body of experts or as it may deem fit, to satisfy itself that all the mandatory requirements under these regulations are being complied with by the Higher Educational Institution imparting programmes in Open and Distance Learning mode and/or Online mode and take appropriate action to get compliance enforced against the erring Higher Educational Institution.

PART VI

MISCELLANEOUS

21. **Authority.**— (1) The Commission may authorise the officials of the Commission to perform various functions for implementing these regulations.
- (2) For the purpose of these regulations, the Commission may delegate its power to the Chairman of the Commission, as it may specify in writing.
- (3) For the purposes of regulation 7, the Commission may delegate its power to hear and decide appeal to such person or persons, including officials of the Commission, as it may specify in writing.
22. **Equivalence of qualification acquired through Conventional or Open and Distance Learning and Online modes.**— Degrees at undergraduate and postgraduate level in conformity with UGC notification on Specification of Degrees, 2014 and post graduate diplomas awarded through Open and Distance Learning mode and/or Online mode by Higher Educational Institutions, recognised by the Commission under these regulations, shall be treated as equivalent to the corresponding awards of the Degrees at undergraduate and postgraduate level and post graduate diplomas offered through conventional mode.
23. **Learner centric provisions.**— (1) **Learner's mobility:** A learner enrolled for a programme under Open and Distance Learning mode and/or Online mode in a Higher Educational Institution recognised by the Commission under these regulations shall be eligible for mobility from one mode of learning to another mode of learning within the Higher Educational Institution as per the provisions stipulated under its Act and with the approval of statutory authorities of the Higher Educational Institution;
- Provided that in case a programme is under the domain of regulatory authority/statutory council, Higher Educational Institution shall take permission from the concerned regulatory authority/statutory council for mobility of learners under such programmes.
- (2) **Admission taken during recognition period:** Admission taken in a recognized programme under Open and Distance Learning mode and/or Online mode during the recognition period stands recognised till the completion of programme, even if the Higher Educational Institution does not have recognition for further years, provided the programme is offered as per the UGC norms of territorial jurisdiction and in conformity with the extant guidelines and/or UGC regulations and regulations of respective regulatory bodies.
- (3) **Learner's enrolment (for Open and Distance Learning mode):** A Learner residing in any part of the Country may enroll in any programme being offered by a Higher Educational Institution recognised by the Commission for offering programme under Open and Distance Learning mode provided that the Higher Educational Institution shall conduct all activities such as admissions, contact programmes, examinations etc. for learner strictly within the territorial jurisdiction of the Higher Educational Institution as specified in these regulations.
- (4) **Learner's enrolment (for Online mode):** A Learner residing within or outside India may enroll in any programme being offered by a Higher Educational Institution recognized by the Commission for offering programme under Online mode.
24. **Offering of Certificate and Diploma level Programmes.**— A Higher Educational Institution recognised for offering programmes at Under Graduate Degree or Post Graduate Degree or Post Graduate diploma levels in Open and Distance Learning mode and/or Online mode may offer Certificate or Diploma programmes in Open and Distance Learning mode and/or

Online mode in the domains other than prohibited programmes as per clause (z) of regulation 2 subject to the condition that before the actual start of such programmes, all the Certificate or Diploma programmes are duly approved by the statutory authorities of the Higher Educational Institutions and the regulatory authority/council, as applicable, and the delivery mechanism conforms to the quality standards of the Open and Distance Learning education and/or Online education. The Higher Educational Institution shall be solely responsible for any legal issues arising out of non-compliance of such requirements:

Provided that, if the concerned regulatory authority/council permits any of the prohibited programmes, as mentioned above, under its domain, in Open and Distance Learning mode and/or Online mode, the same may be offered by the Higher Educational Institutions after the approval of its statutory authorities and Regulatory Authorities or Councils, as applicable and after conforming to the quality standards of Open and Distance Learning and Online mode of education.

- 25. Integrated programme through Open and Distance Learning mode and/or online mode.—** Any proposal received from a Higher Educational Institutions for offering an integrated programme through Open and Distance Learning mode and/or online mode shall be considered by the Commission only if it is in compliance to the UGC notification on Specification of Degrees, 2014.
- 26. Non-consideration of programmes proposed by the Higher Educational Institutions through affiliated colleges only.—** The Higher Educational Institutions shall be eligible to apply for only such programmes under Open and Distance Learning mode and/or Online mode which are being offered by its constituent Colleges or Departments or Centre for distance and online education. The Programmes which are being offered only through affiliated Colleges shall not be considered for recognition.
- 27. Interpretation.—** If any question arises relating to interpretation of these regulations, the decision of the Commission shall be final and binding.

CENTRE FOR INTERNAL QUALITY ASSURANCE (CIQA)

I. Establishment of Centre for Internal Quality Assurance:

The Centre for Internal Quality Assurance shall be established in all Higher Educational Institutions offering programmes in Open and Distance Learning mode and/or Online mode. It shall be headed by a full-time Director, being a senior academician not below the rank of an Associate Professor, preferably from the field of Open and Distance Learning and/or online education, who shall be supported by adequate number of academic and other staff.

II. Objective:

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:
University Grants Commission
(Open and Distance Learning Programmes and Online Programmes)
(Amendment) Regulations, 2021.

NOTIFICATION

New Delhi, the 1st July, 2021

F. No. 1-10/2020 (DEB-I).- In exercise of the powers conferred by sub-section (1) of section 26 read with clause (j) of section 12 of the University Grants Commission Act, 1956 (3 of 1956) with the previous approval of Central Government, the University Grants Commission hereby makes the following Regulations to amend the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020, namely :-

1. Short title and commencement.-
 - (1) These regulations may be called the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) (Amendment) Regulations, 2021.
 - (2) These shall come into force on the date of its publication in the Official Gazette.
2. In the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 (herein referred as Principal Regulations), in regulation 3 in clause (A) sub-clause (i), the following proviso shall be substituted, namely: -

“Provided that the NAAC and NIRF Ranking requirements shall be valid for next three academic years i.e. 2021-2022, 2022-2023, 2023-2024. Thereafter shall be reviewed by the Commission for the academic session 2024-2025 (session beginning July 2024) and onwards.”
3. In the said Principal Regulations, in regulation 3 in clause (B) sub-clause (a), the following proviso shall be substituted, namely:-

“Provided further that the NAAC and NIRF Ranking requirements shall be valid for next three academic years i.e. 2021-2022, 2022-2023, 2023-2024. Thereafter shall be reviewed by the Commission for the academic session 2024-2025 (session beginning July 2024) and onwards.”
4. In the said Principal Regulations, in regulation 3 in clause (B) sub-clause (b)(ii), the following proviso shall be substituted, namely:-

“Provided that the NAAC and NIRF Ranking requirements shall be valid for next three academic years i.e. 2021-2022, 2022-2023, 2023-2024. Thereafter shall be reviewed by the Commission for the academic session 2024-2025 (session beginning July 2024) and onwards.”

RAJNISH JAIN, Secy.

[ADVT.- III/4Exty./131/2021-22]

University Grants Commission
(Credit Framework for Online Learning Courses through Study
Webs of Active Learning for Young Aspiring Minds) Regulations, 2021.

NOTIFICATION

New Delhi, the 25th March, 2021

No. F. 1-100/2016(MOOCs/e-content).- In exercise of powers conferred by sub-section (1) of section 26 read with clause (j) of section 12 of the University Grants Commission Act, 1956 (3 of 1956) and in supersession of the UGC (Credit Framework for Online Learning Courses through SWAYAM) Regulations, 2016, except as respects things done or omitted to be done before such supersession, the University Grants Commission hereby makes the following regulations, namely:-

1. Short title and commencement.-

- (1) These regulations may be called the University Grants Commission (Credit Framework for Online Learning Courses through Study Webs of Active Learning for Young Aspiring Minds) Regulations, 2021.
- (2) They shall come into force from the date of their publication in the official Gazette.

2. Application.- These regulations shall apply to,-

- (a) all universities established or incorporated by or under a Central Act, Provincial Act or State Act as referred to under clause (f) of section 2 of the University Grants Commission Act, 1956, institution or college recognised by or affiliated to such universities and an institution deemed to be university under section 3 of the said Act.
- (b) the transfer of credits of such students who are enrolled in any higher education institution in India.

3. Definitions.- (1) In these regulations, unless the context otherwise requires,-

- (a) “academic council” means the academic council of the university or institution deemed to be a university or the academic body of the institution or college duly empowered to take decision regarding the academic matters including the decision regarding permitting online learning credit courses through Study Webs of Active Learning for Young Aspiring Minds (SWAYAM);
- (b) “academic session” means the duration of twelve months commencing either in the month of January or in the month of July, as the case may be, of every calendar year;
- (c) “Act” means the University Grants Commission Act, 1956 (3 of 1956);
- (d) “course” means a paper which is taught for at least one semester as a part of a subject;
- (e) “course-coordinator” means a faculty member and subject matter expert belonging to an higher education institution, identified and entrusted with the task of developing and delivering SWAYAM Course in a given subject by a National Coordinator;
- (f) “credit” means the unit award gained as a learning outcome by a student by study efforts required to acquire the specified level of learning in respect of that unit and study effort for one credit means time required by a student to understand the contents equivalent to fifteen hours classroom teaching;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (g) “credit course” means a course which follows an academic curriculum and for which credit transfer is permissible under these regulations;
- (h) “four quadrant approach” means the e-learning system that has the following components, namely:-
 - (i) Quadrant-I, which shall be an e-Tutorial containing video and audio content in an organised form, animations, simulations, virtual labs;
 - (ii) Quadrant-II, which shall be an e-Content containing e-Books or glossary, case study, frequently asked questions transcriptions of video lectures and any other study materials;
 - (iii) Quadrant-III, which shall be a discussion forum, for discussion of doubts, opinions and comments with course-coordinators and others;
 - (iv) Quadrant-IV, which shall be a self-assessment process that shall contain multiple choice questions, problems, quizzes, assignments and solutions;
- (i) “higher education institution” means a university established or incorporated by or under a Central Act, Provincial Act or State Act as referred to under clause (f) of section 2 of the Act, institution or college recognised by or affiliated to such university and an institution deemed to be a university under section 3 of the Act which is offering programmes through conventional mode or through open and distance learning mode or through online mode, in the area of higher education or research therein;
- (j) “Host Institution” means the higher education institution duly recognised or approved by the regulating authority, to which the course-coordinator offering the course belongs;
- (k) “Massive Open Online Courses (MOOCs)” mean such online courses which are developed as per the pedagogy following the four quadrant approach;
- (l) “National Coordinator” means a National level agency or institution designated as such by the Central Government, for the purpose of coordinating the production of the online courses and for overseeing their quality and delivery in a designated discipline or level of learning;
- (m) “parent institution” means the higher education institution where the student is enrolled;
- (n) “proctored examination” means the examination conducted under the supervision of approved person or technology enabled proctoring which ensures the identity of the test taker and the integrity of the test taking environment, either in pen-paper mode or in computer based testing mode or in full fledged online mode, as may be permissible;
- (o) “programme” includes a diploma, undergraduate or postgraduate degree programme;
- (p) “SWAYAM Board” means the board constituted by the Government of India in the Ministry of Education to oversee Massive Open Online Courses, SWAYAM and SWAYAM Prabha programmes;
- (q) “SWAYAM guidelines” means the guidelines for developing online courses for SWAYAM programmes issued on the 1st June, 2017 by the Government of India in the erstwhile Ministry of Human Resource Development and as amended from time to time;

- (r) “SWAYAM platform” means an Information Technology platform developed and made functional by the Government of India in the Ministry of Education, for the purpose of offering online learning courses.
- (2) Words and expressions used herein and not defined in these regulations but defined in the Act, shall have the same meanings as respectively, assigned to them in the Act.
- 4. SWAYAM based online credit courses.-** (1) The schedule of the SWAYAM based online credit courses shall be aligned with the conventional education semester commencing in the month of January and July of every year.
- (2) The SWAYAM based online credit courses shall be developed, delivered and assessed only by the course-coordinator.
- (3) The course and course-coordinator shall be identified by the National Coordinator in accordance with the SWAYAM guidelines with the prior approval of the SWAYAM Board.
- (4) The course-coordinator shall offer the SWAYAM based online credit courses through the Host Institution which shall issue the certificate with grades after the end term proctored examination for credit transfer.
- (5) The list of SWAYAM based online credit courses for the ensuing semester shall be notified on the SWAYAM platform before the 1st November for the January semester and before the 1st June for the July semester, every year.
- (6) All higher education institutions shall within four weeks from the date of notification of the SWAYAM based online credit courses under sub-regulation (5) shall consider through their competent authority the online learning courses which may be offered through the SWAYAM platform; and keeping in view their academic requirements shall decide upon the courses which they shall permit for credit transfer.
- (7) Notwithstanding anything contained in sub-regulations (6), the higher education institution may allow only up to forty per cent. of the total courses, being offered in a particular programme in a semester, through the online credit course, through the SWAYAM platform.
- (8) The academic council may expedite the process of transfer of credit earned by the student at their parent institution.
- (9) The academic council may allow the Dean (Academics) or Chairman, Board of Studies, to approve the online credit courses of SWAYAM platform for credit transfer on the recommendation of the Head of the Department.
- (10) For proper and smooth conduct of the online learning of credit course offered on SWAYAM platform, the parent institution shall ensure that the physical infrastructure viz, computer facilities, library, etc, essential for pursuing such courses are made available for free and in adequate measure.
- (11) The parent institution shall designate a faculty member as a facilitator to guide the students from registration till completion of the credit course.
- 5. Evaluation and certification of credit-based MOOCs.-** (1) The Host Institution and the course coordinator shall be responsible for evaluating the student registered for the credit-based MOOCs offered on SWAYAM platform.
- (2) The final evaluation of a course shall be based on internal assessment and semester end examination and the internal assessment (with a maximum of thirty per cent. marks) based on instruments such as discussion forums, quizzes, assignments, sessional examinations and the complete evaluation scheme of a course shall be announced at the time of launch of the course.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (3) Online semester end examination shall be the preferred mode provided that the course-coordinator shall be authorised to decide on the mode of conducting the final examination, either through online mode or pen and paper mode and this shall be announced in the overview of the course at the time of offering of the course.
 - (4) The term end proctored examination for all the SWAYAM based credit courses shall be conducted either by the SWAYAM Board or by any other agency authorised by the Government of India in the Ministry of Education, across the country.
 - (5) After conduct of the examination and completion of evaluation, the course-coordinator, through the Host Institution, shall award marks or grades, as per the evaluation scheme announced.
 - (6) A certificate regarding successful completion of the SWAYAM based credit course shall be signed by the National Coordinator and authorised signatory of the Host Institution and shall be made available on SWAYAM platform within four weeks from the date of declaration of the semester end examination result.
 - (7) The parent institution shall incorporate the marks or grades obtained by the student in the marks sheet that counts for final award of the degree or diploma by the university or Institution deemed to be a university.
- 6. Credit Mobility of SWAYAM based Courses.-** (1) The parent institution shall give the equivalent credit weightage to the student for the credits earned *vide* online learning credit courses through SWAYAM platform, in the credit plan of the programme.
- (2) No university shall refuse any student for credit mobility of courses earned through SWAYAM platform.
- 7. Amendments in rules and regulations for seamless integration through SWAYAM based online courses.-** Every higher education institution shall within four weeks from the date of publication of these regulations in the Official Gazette make the necessary amendments, as may be required, in their statutes, ordinances, rules and regulations to adopt and incorporate the provisions of these regulations for seamless integration through SWAYAM based online courses.

Prof. RAJNISH JAIN, Secy.

[ADVT.-III/4/Exty./556/2020-21]

**University Grants Commission
(Establishment and Operation of Academic Bank of Credits in Higher
Education) Regulations, 2021.**

NOTIFICATION

New Delhi, -- July, 2021

F.No.14-31/2018 (CPP-II). In exercise of the powers conferred by clauses (f) and (g) of sub-Section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission with the approval of the Central Government hereby makes the following Regulations, namely:

1. Short title, Preamble, Application and Commencement:

1.1 THESE REGULATIONS MAY BE CALLED THE UNIVERSITY GRANTS COMMISSION (ESTABLISHMENT AND OPERATION OF ACADEMIC BANK OF CREDITS IN HIGHER EDUCATION) REGULATIONS, 2021.

1.2 Preamble:

Systemic issues of rigidity of academic programmes, teacher-centric educational process, employment-only focus and lack of student-mobility, have been identified as retarding reforms and globalisation of Indian Higher Education. The National Educational Policy-2020 (NEP-2020), is based on principles of flexibility; no hard separations between disciplines, multi-disciplinarity and holistic education, conceptual understanding, creativity and critical thinking, ethics and human & Constitutional values, life skills, respect for diversity and the local context, with focus on equity and inclusion. NEP-2020, while enumerating the specifications of multi-disciplinary and holistic education, recommends (under Section 11.9 therein) that there shall be an Academic Bank of Credit (ABC), which could digitally store the academic credits earned by students from various recognised Higher Education Institutions (HEI), so that HEIs could award degrees, taking into account credits earned. Students shall be facilitated with horizontal mobility across HEIs in the country with freedom to (i) choose ‘courses’, of their aptitude, (ii) enrol in HEIs of their interest and (iii) opt for teachers of their choice. Accordingly, these Regulations have been framed by the University Grants Commission (UGC) for the establishment and operation of the “Academic Bank of Credits”.

1.3 Application:

These Regulations shall apply to all Universities in India established or incorporated by or under a Central Act, a Provincial Act or a State Act; the institutions Deemed-to be Universities declared as such under Section 3 of the UGC Act, 1956; and the Autonomous Colleges as defined in these regulations.

1.4 Commencement:

They shall come into force with effect from the date of their notification in the Gazette of India.

2. Definitions:

In these Regulations:

- 2.1. “Academic Bank Account” means an individual account with the Academic Bank of Credits opened and operated by a student, to which all academic credits earned by the Student from course(s) of study are deposited, recognised, maintained, accumulated,

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

transferred, validated or redeemed for the purposes of the award of degree/diploma/certificates etc. by an awarding institution.

- 2.2. “Academic Bank of Credits” or “ABC” means an academic service mechanism as a digital/virtual/online entity established by the University Grants Commission with the approval of the central government, to facilitate students to become its academic account holders, thereby paving the way for seamless student mobility between or within degree-granting HEIs through a formal system of credit recognition, credit accumulation, credit transfers and credit redemption to promote distributed and flexible teaching-learning.
- 2.3. “Academic Flexibility” means the provision for innovative and interchangeable curricular structures to enable creative combinations of Courses/Programmes in Disciplines of study leading to Degree/Diploma/Post Graduate Diploma/Certificate of Study offering multiple entry and multiple exit facilities, while removing rigid curricular boundaries and creating new possibilities of life-long learning.
- 2.4. “Autonomous college” means any institution, whether known as such or by any other name, accorded with autonomous status by the UGC upon the recommendations of the affiliating university and the State Government concerned, by virtue of which it provides for a course/programme of study with academic and innovative flexibility for obtaining any qualification from a university; and which, in accordance with the Statutes and Ordinances of such university, is recognised as competent to provide for such course/programme of study and present students undergoing such course/programme of study for the examination leading to the award of such qualification.
- 2.5. “Commission” means the University Grants Commission established under the UGC Act, 1956.
- 2.6. “Course” means one of the specified units which go to comprise a specified programme of study.
- 2.7. “Credit” means the standard methodology of calculating one hour of theory or one hour of tutorial or two hours of laboratory work, per week for a duration of a semester (13-15 weeks) resulting in the award of one credit; which is awarded by a higher educational institution on which these regulations apply; and, Credits’ for internship shall be one credit per one week of internship, subject to a maximum of six credits.
 - 2.7.1. “Credit-accumulation” means the facility created by ABC in the ‘Academic Bank Account’ opened by students in order to transfer and consolidate the ‘credits’ earned by them by undergoing Courses.
 - 2.7.2. “Credits-recognition” means the credits earned through a registered HEI and transferred directly to the ABC by such HEI.
 - 2.7.3. “Credit-redemption” means the process of commuting the accrued ‘credits’ in the ‘Academic Bank Account’ of the students maintained in ABC for the purpose of fulfilling the ‘credits requirements’ for the award of Degrees/Diplomas/Certificates/Course work for Ph.D. programme etc., by the registered degree-awarding HEIs.
 - 2.7.4. “Credit-transfer” means the mechanism by which the Registered HEIs are able to receive or provide prescribed ‘credits’ to individual Academic Bank Accounts in adherence to the UGC credit norms for the ‘course/s’ undertaken by students enrolled in any Registered HEI within India.

- 2.8. “Higher Education Institutions” or “HEIs” means the institutions which are empowered to award degrees by themselves or through their affiliating universities in accordance with Section 22 of the UGC Act, 1956.
- 2.9. “Programme” or “Programme of study” means a higher education programme pursued for a degree specified by the Commission under Section 22 (3) of the UGC Act.
- 2.10. “Registered HEI” means an eligible Higher Educational Institution which is registered by the Academic Bank of Credits, under these Regulations.
- 2.11. “Statutory/Regulatory/Professional Standards Setting Body” means a body so constituted by a Central Act for determining and maintaining standards in the relevant areas of higher education.
- 2.12. “Statutory authority” means statutory bodies of higher educational institutions, such as the Governing Council/ Executive Council/ Syndicate/ Board of Management/ Academic Council, competent to take decisions on behalf of the institution.
- 2.13. “Student” means a person admitted to, and pursuing, a specified credit-based course/ programme of study in a higher education institution.

3. Academic Bank of Credits (ABC)

- 3.1. ABC, shall be a national-level facility to promote flexibility of curriculum framework and interdisciplinary/multidisciplinary academic mobility of students across Higher Education Institutions in the country with appropriate “credit transfer” mechanism created through these Regulations; and shall facilitate students to choose their own learning path to attain a Degree/ Diploma/Post Graduate diploma or academic qualification, working on the principle of ‘multiple entry-multiple exit’ as well as ‘any-time’, ‘any-where’, and ‘any-level’ learning.
- 3.2. ABC shall enable the integration of multiple disciplines of higher learning, leading to the desired learning outcomes including enhanced creativity, innovation, higher order thinking and critical analysis.
- 3.3. ABC shall provide significant autonomy to students by providing extensive choice of courses for a programme of study, flexibility in curriculum, novel and engaging course options across a number of higher education disciplines/ institutions.

4.0. Objectives of ABC:

- 4.1. To promote student centricity with learner-friendly approaches in higher education across the country and promote a more inter-disciplinary approach in higher education.
- 4.2. To enable students to select the best courses/combination of courses to suit their aptitude and quest for knowledge.
- 4.3. To permit students to choose a pace for their studies along with the associated logistics and costs.
- 4.4. To allow students to tailor their degrees or make specific modifications/specialisations rather than undergoing the rigid, regularly prescribed degree/courses of a single university/ autonomous college.
- 4.5. To enable multiple entry-multiple exit for students to complete their degrees as per their time preferences, providing mobility across various disciplines and HEIs for Degree/ Diploma /PG Diploma/ Certificate programme/Course work for the Ph.D. programme.
- 4.6. To support, procedurally, the teaching-learning activities to happen in a distributed and blended manner through integration across campuses/universities/autonomous colleges with increased mobility.

- 4.7. To facilitate lifelong learning amongst all, i.e., formal and informal students from both full-time and part-time modes.
- 4.8. To satisfy the students' quest for knowledge, freedom to choose and change their academic directions, connect different domains of knowledge and help them acquire the right foundations and building blocks to pursue their life goals.

5.0. Organisational Structure of Academic Bank of Credits:

- 5.1. ABC shall be a digital/virtual/online store-house entity of academic credit data base of HEIs with students as its stakeholder.
- 5.2. ABC shall be established, on the lines of the "National Academic Depository" shall have a dynamic website providing all details of ABC and its operational mechanism for the use of all stakeholder of higher education.
- 5.3. ABC shall be a bank for academic purposes, on the pattern of commercial banks for financial purposes, with students as academic account holders to whom, the ABC shall provide a variety of services including credit verification, credit accumulation, credit transfer/redemption and authentication of academic awards.
- 5.4. Authentication of credits or academic awards by ABC shall not, in any way, be construed as encroachment on the statutory powers of HEIs registered with ABC to award degrees and other academic qualifications.
- 5.5. ABC shall act as the body empowered by the central government or UGC, as the case may be, to provide authenticated records of credits earned by students from Registered HEIs.
- 5.6. The requirement of credits as well as essential components of study for award of any UG/PG degree or diploma or certificate, or the Course work requirements for the Ph.D. programmes shall be as prescribed by Registered HEIs.
- 5.7. ABC shall provide to every student the facility to open unique/individual Academic Bank Account in digital form; and the account holder shall be provided with a unique ID and access to the Standard Operating Procedure (SOP).

6.0. Functions of Academic Bank of Credits:

- 6.1. ABC shall deposit Credits awarded by Registered HEIs, for Courses pursued therein, in the Academic Bank Account of the student; and the validity of such credits shall be as per norms and guidelines issued by the Commission from time to time.
Provided that, ABC shall not accept any document pertaining to course credits directly from students and shall entertain such documents as valid only when the same are transmitted by the respective, Registered HEI awarding the credits.
- 6.2. ABC shall register HEIs under these regulations, ensure the opening, closure and validation of Academic Bank Accounts; and shall also ensure credit verification, credit accumulation, and credit transfer/redemption for students; apart from promoting its role among stakeholder.
- 6.3. Courses undergone by the students through the online modes through National Schemes like SWAYAM, NPTEL, V-Lab etc. or of any specified university, shall also be considered for credit transfer and credit accumulation.
- 6.4. The functions of ABC are not limited to distance or a non-contact mode; and shall extend to amalgamation of various existing and futuristic teaching-learning models; and it may also consider credits obtained by students in assessments for 'theory' or 'practicals', if the same are offered as separate credit courses.

- 6.5. The norms in respect to the curriculum content, curriculum transaction, educational technologies for the courses offered, their timing, continuous evaluation methods, attendance and novel methods of assessment shall be as decided by the Registered HEIs, and shall be consistent with the overarching policy and philosophy of holistic, multidisciplinary education under NEP-2020.
- 6.6. In the interests of students, credits earned and deposited with ABC shall be valid for the purpose of redemption to a degree/diploma/PG diploma/certificate, for varying duration as specified by the credit awarding and credit accepting HEI subject to a maximum duration of 7 years.
- 6.7. ABC shall encompass all higher education programmes coming under the purview of the University Grants Commission, the All India Council of Technical Education, and the National Council of Teacher Education; credits in professional programmes of study in respect of other disciplines may be included with the approval of the appropriate Statutory/ Regulatory/ Professional Standards Setting Body, and the central government.
- 6.8. ABC shall also facilitate the credit recognition and credit redemption process for students who may opt, according to their individual choice, for all courses, not falling in any particular subject domain, but fulfilling the total credits requirement for the Under Graduate (UG) degree to be awarded by a Registered HEI; and such UG degree to be awarded by the HEI may be specified by the Commission.
- 6.9. In addition to the choice based courses to be undertaken by the student as a part of the specific higher education programme in Registered HEIs, students shall also have freedom to take additional courses of their aptitude, beyond the curriculum prescribed for such degree programme, and accrue credits in their respective Academic Bank Account.
Provided that Registered HEIs may award diploma/certificate against credits accrued in respect of courses undertaken by students beyond the prescribed curriculum.
- 6.10. Credits obtained by students by undergoing 'Skill-courses' from Registered HEIs offering vocational Degree /Diploma/PG Diploma/ Certificate programmes are also eligible for accrual and redemption of credits through the ABC.
- 6.11. Credits obtained by undertaking 'Courses' in Registered HEIs during or after the academic year 2021-2022 alone are eligible for Credit transfer, Credit accrual and Credit redemption through ABC.
- 6.12. For carrying out the purposes of the ABC, the Commission may provide such financial and administrative assistance to the ABC, as it may deem fit.

7. Eligibility Criteria for approval of HEIs to register with ABC:

- 7.1. Universities and Autonomous Colleges satisfying clause 1.3 of these Regulations, which are accredited by either NAAC with minimum 'A' Grade or by NBA for at least three programme(s) with a minimum score of 675 individually (however, if the number of programme(s) being run by the Institution is less than three, then each of the programmes should secure 675 or more marks); or top 100 National Institutional Ranking Framework (NIRF) or similar Assessment and Accreditation body(ies) to be established by Government of India from time to time; or those Indian HEIs appearing in top 1000 world ranking of Quacquarelli Symonds (QS)/ Times Higher Education (THE); Institutions of Eminence; Institutions of National Importance as declared by Government of India are eligible to register with ABC. Accreditation/ranking status must be valid at the time of registration with ABC.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- 7.2. HEIs shall obtain approval from their respective statutory authorities such as the Governing/ Executive Council/ Syndicate/ Board of Management/ Academic Council etc., to apply for registration with ABC.

- 7.3. Registered HEIs shall be required to admit students to individual courses, in addition to their admissions to full degree programmes.

Provided that, in order to avoid overcrowding in a course(s) of any HEI, such HEI shall be permitted to have additional (supernumerary) seats in such course(s), subject to prior approval by the appropriate Statutory/ Regulatory/ Professional Standards Setting Body.

Provided further that, in respect of courses, not coming under the purview of any Statutory/ Regulatory/ Professional Standards Setting Body the Registered HEI may, subject to availability of required infrastructure, create supernumerary seats with the approval of its statutory authorities.

Provided also that, Registered HEIs may also offer a set of 'Courses', exclusively for the purpose of the ABC Scheme.

- 7.4. Registered HEIs shall have the appropriate educational infrastructure in terms of audio-visual facilities, e-resources, Virtual classrooms and studios etc., and specifically high bandwidth internet connectivity to support ODL/ On-line courses/programmes and other infrastructural facilities for face to face theory/practical/training courses as specified, from time to time, under the relevant UGC Regulations and/or Statutes or Ordinances of the HEI.
- 7.5. A Registered HEI shall have a webpage on its website containing details of the facility of ABC, list of all Registered HEIs, guidelines/Standard Operating Procedures for the students to utilise the facility effectively, along with a link to the website of ABC.

8.0. ABC Implementation methodology:

- 8.1. ABC is essentially a credit-based, and highly flexible, student-centric facility.
- 8.2. Registered HEIs shall, with the approval of their statutory authorities, amend the extant Ordinances relating to, inter alia, Course registration, Course requirements, acceptance for inter-disciplinary and multi-disciplinary courses, Credits to be offered to such courses, Credit transfers and Credits acceptance from other approved HEIs, nature of grades to be awarded etc.
- 8.3. Registered HEIs shall encourage and enable students to customise/design their own degrees utilising 'Courses' selected by the student from among courses offered by one or more of the Registered HEIs.

Provided that, the student shall be required to earn at least 50% of the credits from the HEI awarding the degree/diploma/certificate.

Provided further that, the student shall be required to earn the required number of credits in the core subject area necessary for the award of the degree/Diploma/Certificate, as specified by the degree awarding HEI, in which the student is enrolled.

- 8.4. Students availing flexibility under the facility of ABC provided in Regulation 8.3, hereinabove, are entitled to subscribe only to 'Courses' of their choice and aptitude, so as to enable them to accumulate credits; and not to the entire 'Programme of study' leading to the award of a degree by the Registered HEI.
- 8.5. The ABC shall maintain a dynamic online directory of HEIs which satisfy the eligibility criteria stipulated under the clause-7 of these Regulations.

8.6. Every Registered HEI shall provide student counselling and guidance to all students desirous of opening an Academic Bank Account with ABC, in regard to the details of utilisation of the services of ABC in terms of Credit definition, Credit accumulation, Credit transfer, Credit redemption; as well as in respect of the opening, closure and validation of Academic Bank Accounts of students where such requests are recommended through the parent University/ Autonomous colleges which are already registered with ABC.

8.7. Credits earned by students shall be deposited in the respective Academic Bank Account with ABC; and shall have a defined 'shelf-life' (not exceeding seven years) as specified by the credit awarding institutions and subject to its acceptance by the Registered HEI awarding academic qualifications, for the purpose of commutation of credits for the award of any Degree/Diploma/Certificate.

Provided that, once any credit is redeemed for the award of the aforementioned academic qualification, such credit shall be irrevocably debited from the respective student's Academic Bank Account.

8.8. Where a student fulfils the norms of sufficiency of total number of credits and of the nature of credits, approved by a Registered HEI for the award of the specified Degree/ Diploma/ PG Diploma/ Certificate, the student shall be eligible for such award by that HEI.

8.9. Once used, or redeemed, Credits earned by a student cannot be re-used for the award of any other formal academic qualifications.

8.10. With the approval of its statutory authorities, a Registered HEI shall be encouraged by ABC to apportion the structure of courses offered by it as core courses/core electives/open electives/skill enhancement electives/ ability enhancement electives etc. with appropriate credit requirements, in order to promote multi-disciplinary/ inter-disciplinary higher education.

8.11 In awarding academic qualifications etc., Registered HEIs shall follow the norms and guidelines, in regard to the number of credits and duration of time, stipulated from time to time by the Commission or the /Statutory/Regulatory/Professional Standards Setting Body, as the case may be.

Provided that, in respect of time duration, a student pursuing academic qualifications under the ABC facility may, after earning the stipulated credits, avail a relaxation of a maximum of one semester, provided the duration of the course/ programme is of two-years or more (Four semesters or more).

8.12. A Registered HEI may fix its Course fee based on the number of credits of a course for which the student is enrolled.

8.13 There shall be a fee for registration of eligible HEIs, payable by the institutions to ABC and to be fixed by it with the approval of the central government or the Commission, as the case may be.

9. Monitoring, support and Quality assurance by Universities and ABC:

9.1. It shall be the responsibility of Registered HEIs, to monitor the development and operationalisation of the ABC programme at the university level and at the level of their affiliated autonomous colleges.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- 9.2. Registered HEIs shall offer teacher/staff training, mentoring, academic and administrative audit and other measures for improving the quality of performance of the ABC facility and promotion of holistic/multidisciplinary education with the support of ABC, which may be in the form of Faculty Development Programmes/ Quality Improvement Programmes/ Professional Development Programmes/ Technology Inculcation Programmes.
- 9.3. The Quality assurance of the implementation of ABC at the level of the registered university/autonomous college shall be developed by the University/autonomous college concerned either through the Internal Quality Assurance Cell (IQAC) or any other appropriate structured mechanism as may be decided by the Registered HEI.
- 9.4. Every Registered HEI shall upload, annually, on its website, a report of its activities *vis a vis* the ABC, as well as of measures taken by it for Quality assurance, Quality sustenance and Quality enhancement.
- 9.5. There shall be an 'ABC-Grievance Redressal Mechanism' at the level of central government/ UGC/ ABC, and at the level of every HEI registered with ABC to address the grievance/appeals of students.

10. Consequences of violation:

- 10.1 Where a Registered HEI fails to fulfil the conditions/requirements prescribed under these regulations, the Commission may, after providing a reasonable opportunity of being heard, direct the institution to rectify the deficiency within such period of time as may be stipulated by the Commission; and on failure on the part of the HEI to do so, terminate the registration of such institution from ABC; and, in addition, cease to provide Grants under the Act, where such grants are admissible to the institution.

11. Interpretation:

- 11.1 Any question as to the interpretation of these Regulations shall be decided by the Commission, and its decision shall be final and binding in the matter.

12. Power to remove difficulty:

- 12.1 If any difficulty arises in implementation or in giving effect to the provisions of these Regulations, the Commission may by an order, published in the official gazette, make provisions, not inconsistent with the provisions of the UGC Act, 1956 or these Regulations, as may appear to it to be necessary or expedient for removing the difficulty. Provided that, no order under this provision shall be made by the Commission after the expiry of a period of two years from the date of coming into force of these Regulations.

Secretary, UGC

University Grants Commission
(Open and Distance Learning Programmes and Online Programmes)
Second Amendment Regulations, 2022.

NOTIFICATION

New Delhi, the 18th July, 2022

F. No. 1-27/2021 (DEB-I). —In exercise of the powers conferred by sub-section (1) of section 26 read with clause (j) of section 12 of the University Grants Commission Act, 1956 (3 of 1956) with the previous approval of Central Government, the University Grants Commission hereby makes the following regulations to amend the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020, namely:-

1. **Short title and commencement.** - (1) These regulations may be called the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Second Amendment Regulations, 2022.

(2) It shall come into the force from the date of its publication in the Official Gazette.

2. In the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 (herein referred as the principal regulations), in regulation 4, in clause (C), in sub-clause (iv) after item (a), the following proviso shall be inserted, namely:—

“Provided that for admission of foreign or international learners through the Ministry of External Affairs, Government of India, in UGC recognised or entitled online programmes, any national identity with photograph of their country of residence shall also be acceptable for authentication”;

3. In the principal regulations, in regulation 13, in clause (C), in sub-clause (4), after item (ii), the following proviso shall be inserted, namely:—

“Provided that for admission of foreign or international learners through the Ministry of External Affairs, Government of India, in UGC recognised or entitled online programmes, any national identity with photograph of their country of residence shall also be acceptable for authentication”.

4. In the principal regulations, in regulation 14, in clause (2), in sub-clause (v), after item (a), the following proviso shall be inserted, namely:—

“Provided that for admission of foreign or international learners through the Ministry of External Affairs, Government of India, in UGC recognised or entitled online programmes, any national identity with photograph of their country of residence shall also be acceptable for authentication”;

5. In the principal regulations, in regulation 15, in clause (C), after sub-clause (3), the following proviso shall be inserted, namely:—

“Provided that for admission of foreign or international learners through the Ministry of External Affairs, Government of India, in UGC recognised or entitled online programmes, any national identity with photograph of their country of residence shall also be acceptable for authentication”.

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

6. In the principal regulations, in Annexure II, in paragraph I, in sub-paragraph B, after clause 2, the following proviso shall be inserted, namely:—

“Provided that for admission of foreign or international learners through the Ministry of External Affairs, Government of India, in UGC recognised or entitled online programmes, any national identity with photograph of their country of residence shall also be acceptable for authentication”.

RAJNISH JAIN, Secy. (UGC)

[ADVT.-III/4/Exty./183/2022-23]

University Grants Commission
(Minimum Standards and Procedure for Award of Ph.D. Degree)
Regulations, 2022.

NOTIFICATION

New Delhi, the 7th November, 2022

University Grants Commission (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2022

No. F. No. 1-3/2021(QIP).—In exercise of the powers conferred by clauses (f) and (g) of sub-section (1) of section 26 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the UGC (Minimum Standards and Procedure for Awards of M.Phil. /Ph.D. Degree) Regulations, 2016 and its amendments, the University Grants Commission hereby makes the following Regulations, namely: -

1. Short title, Application, and Commencement. –

- 1) These Regulations may be called University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2022.
- 2) They shall apply to every university established or incorporated by or under a Central Act, a Provincial Act, or a State Act, every college, and every institution deemed to be a University under section 3 of the University Grants Commission Act, 1956.
- 3) They shall come into force from the date of their publication in the Gazette of India.

2. Definitions.- (1) In these Regulations, unless the context otherwise requires,-

- a. “Act” means the University Grants Commission Act, 1956 (3 of 1956);
- b. “Adjunct Faculty” means a part-time or contingent instructor, but not full-time faculty member hired to teach by a Higher Educational Institution;
- c. “Cumulative Grade Point Average (CGPA)” means a measure of the overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all semesters. It is expressed up to two decimal places;
- d. “Credit” means the number of hours of instruction required per week over the duration of a semester. A three-credit course in a semester means three one-hour lectures per week, with each one-hour lecture counted as one credit;
- e. “College” means an institution engaged in higher education and/or research, either established by a University as its constituent unit or is affiliated with it;
- f. “Commission” means the University Grants Commission established under Section 4 of the UGC Act 1956;
- g. “Course” means one of the specified units which go to comprise a programme of study;
- h. “Course Work” means courses of study prescribed by the School/Department/ Centre to be undertaken by a student registered for the Ph.D. Degree;
- i. “Degree” means a degree awarded by a Higher Educational Institution in accordance with the provisions of section 22 (3) of the Act;
- j. “External examiner” means an academician/researcher with published research work who is not part of the Higher Educational Institution where the Ph.D. scholar has registered for the Ph.D. programme;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- k. “Foreign Educational Institution” means—(i) an institution duly established or incorporated in its home country and offering educational programmes at the undergraduate, postgraduate and higher levels in its home country and (ii) which offers programme(s) of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online, ODL mode;
- l. “Grade Point” means a numerical weight allotted to each letter grade on a 10-point scale;
- m. “Guide/Research Supervisor” means an academician/researcher recognized by Higher Educational Institution to supervise the Ph.D. scholar for his/her research;
- n. “Higher Educational Institution” means a university or institution specified under clause 2 of Regulation 1 of these Regulations;
- o. “Interdisciplinary Research” means research conducted by a Ph.D. scholar in two or more academic disciplines;
- p. “Open and Distance Learning Mode” shall have the same meaning as defined under the UGC(Open and Distance Learning Programmes and Online Programmes) Regulations 2020;
- q. “Online Mode” shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020;
- r. “Plagiarism” means the practice of taking someone else’s work or idea and passing them as one’s own;
- s. “Programme” means a higher education programme pursued for a degree specified by the Commission under sub-section (3) of section 22 of the Act;
- t. “Prospectus” means any document, whether in print or otherwise, issued for providing fair and transparent information relating to a Higher Educational Institution and programmes, to the general public (including to those seeking admission in such Higher Educational Institutions) by the Higher Educational Institutions;
- u. “Research Proposal” means a brief write-up giving an outline of the proposed research work which the Ph.D. scholar shall submit along with the application for registration for Ph.D. programme;
- v. “University” means a Higher Educational Institution established or incorporated by or under a Central Act, a Provincial Act, or a State Act, and shall include any institution for higher education deemed to be a University under Section 3 of the Act.
- (2) Words and expressions used and not defined in these Regulations but defined in Act and not consistent with these Regulations shall have the meanings assigned to them in that Act.

3. **Eligibility criteria for admission to the Ph.D. Programme.**—The following are eligible to seek admission to the Ph.D. programme:

- (1) Candidates who have completed:
 - i. A 1-year/2-semester master’s degree programme after a 4-year/8-semester bachelor’s degree programme or a 2-year/4-semester master’s degree programme after a 3-year bachelor’s degree programme or qualifications declared equivalent to the master’s degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by assessment and accreditation agency which is approved,

recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.

A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

- (2) Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

4. Duration of the Programme.- (1) Ph.D. Programme shall be for a minimum duration of three

- (3) years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme.
- (2) A maximum of an additional two (2) years can be given through a process of re-registration as per the Statute/Ordinance of the Higher Educational Institution concerned; provided, however, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. programme.

Provided further that, female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission in the Ph.D. programme.

- (3) Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme.

5. Procedure for admission. -

- (1) The admission shall be based on the criteria notified by the institution, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory/regulatory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.
- (2) Admission to the Ph.D. programme shall be made using the following methods:

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- i. HEIs may admit students who qualify for fellowship/scholarship in UGC-NET/UGC-CSIR NET/GATE/CEED and similar National level tests based on an interview.
And/or
 - ii. HEIs may admit students through an Entrance Test conducted at the level of the individual HEI. The Entrance Test syllabus shall consist of 50% of research methodology, and 50% shall be subject specific.
 - iii. Students who have secured 50 % marks in the entrance test are eligible to be called for the interview.
 - iv. A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time.
 - v. HEIs may decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available.
 - vi. Provided that for the selection of candidates based on the entrance test conducted by the HEI, a weightage of 70 % for the entrance test and 30 % for the performance in the interview/viva- voce shall be given.
- (3) Universities and Colleges which are eligible to conduct Ph.D. programmes, shall:
- i. Notify a prospectus well in advance on the institution's website specifying the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates;
 - ii. Adhere to the National/State-level reservation policy, as applicable.
- (4) The Higher Educational Institution shall maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/school/centre), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of admission) admitted under them on the website of the institution and update this list every academic year.
- 6. Allocation of Research Supervisor.-** Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc.
- (1) Permanent faculty members working as Professor/Associate Professor of the Higher Educational Institution with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in Higher Educational Institutions with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university where the faculty member is employed or in its affiliated Post-graduate Colleges/institutes. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a university under the supervision of a faculty member who is not an employee of the university or its affiliated Post- graduate Colleges/ institutes would be in violation of these Regulations.
- For Ph.D. scholars working in Central government/ State government research institutions whose degrees are given by Higher Educational Institutions, the scientists in such research institutions who are equivalent to Professor/Associate Professor/Assistant Professor can be recognized as supervisors if they fulfill the above requirements.

Provided that in areas/disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the Higher Educational Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the competent authority.

Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.

- (2) In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/School/Centre/College/University may be appointed.
- (3) An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time.
- (4) In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.
- (5) Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.

7. Admission of International students in Ph.D. programme.-

- (1) Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 6.3 above.
 - (2) The HEIs may decide their own selection procedure for Ph.D. admission of international students keeping in view the guidelines/norms in this regard issued by statutory/regulatory bodies concerned from time to time.
8. At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in clause 6.3 and clause 7.1.

9. Course Work.- Credit requirements, number, duration, syllabus, minimum standards for completion, etc.

- (1) The Credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a “Research and Publication Ethics” course as notified by UGC vide D.O. No. F.1-1/2018(Journal/CARE) in 2019 and a research methodology course. The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.
- (2) All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching / education / pedagogy / writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.

- (3) A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit his or her thesis.

10. Research Advisory Committee and its Functions.- (1) There shall be a Research Advisory Committee or an equivalent body as defined in the Statutes/Ordinances of the Higher Educational Institution concerned for each Ph.D. scholar. The Research Supervisor of the Ph.D. scholar concerned shall be the Convener of this committee, and this committee shall have the following responsibilities:

- i. To review the research proposal and finalize the topic of research.
 - ii. To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do.
 - iii. To periodically review and assist in the progress of the research work of the Ph.D. Scholar.
- (2) Each semester, a Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Research Advisory Committee shall submit its recommendations along with a copy of Ph.D. scholar's progress report to the Higher Educational Institution concerned. A copy of such recommendations shall also be provided to the Ph.D. scholar.
- (3) In case the progress of the Ph.D. scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.

11. Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc.-

- (1) Upon satisfactory completion of course work and obtaining the marks/grade prescribed in clause (3) of Regulation 9 above, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis.
- (2) Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the Research Advisory Committee of the Higher Educational Institution concerned, which shall also be open to all faculty members and other research scholars/students.
- (3) The Higher Educational Institution concerned shall have a mechanism using well-developed software applications to detect Plagiarism in research work and the research integrity shall be an integral part of all the research activities leading to the award of a Ph.D. degree.
- (4) A Ph.D. scholar shall submit the thesis for evaluation, along with (a) an undertaking from the Ph.D. scholar that there is no plagiarism and (b) a certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma to any other Higher Educational Institution.
- (5) The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and at least two external examiners who are experts in the field and not in employment of the Higher Educational Institution concerned. Such examiner(s) should be academics with a good record of scholarly publications in the field. Wherever

possible, one of the external examiners should be chosen from outside India. The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted online. The viva-voce shall be open to the members of the Research Advisory Committee/faculty members/research scholars, and students. Higher Educational Institutions may formulate appropriate rules/ordinances to effect the provisions of this Regulations.

- (6) The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if both the external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the Higher Educational Institution concerned shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination shall be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.
- (7) The Higher Educational Institution concerned shall complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.

12. Academic, research, administrative, and infrastructure requirements to be fulfilled by Colleges for getting recognition for offering Ph.D. programmes.-

- (1) Post-graduate Colleges offering 4-year Undergraduate Programmes and/or Post-graduate Programmes, may offer Ph.D. programmes, provided they satisfy the availability of eligible Research Supervisors, required infrastructure, and supporting administrative and research facilities as per these Regulations.
- (2) Colleges and research institutions established by the central government or a State government whose degrees are awarded by Higher Educational Institutions shall offer Ph.D. programmes provided they have:
 - i. At least two faculty members in a college or two Ph.D.-qualified scientists in the research institution.
 - ii. Adequate infrastructure, administrative support, research facilities and library resources as specified by the HEI.

13. Ph.D. through Part-time Mode-

- (1) Ph.D. programmes through part-time mode will be permitted, provided all the conditions stipulated in these Regulations are fulfilled.
- (2) The Higher Educational Institution concerned shall obtain a “No Objection Certificate” through the candidate for a part-time Ph.D. programme from the appropriate authority in the organization where the candidate is employed, clearly stating that:
 - i. The candidate is permitted to pursue studies on a part-time basis.
 - ii. His/her official duties permit him/her to devote sufficient time for research.
 - iii. If required, he/she will be relieved from the duty to complete the course work.
- (3) Notwithstanding anything contained in these Regulations or any other law, for the time being in force, no Higher Educational Institution or research institution of the Central government or a State Government shall conduct Ph.D. programmes through distance and/or online mode.

- 14. Grant of M.Phil. Degree.-** Higher Educational Institutions shall not offer the M.Phil.(Master of Philosophy) programme.
- 15. Issuing a Provisional certificate.-** Prior to the actual award of the Ph.D. degree, the degree-awarding Higher Educational Institution shall issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of these Regulations.
- 16. Award of Ph.D. degrees prior to Notification of these Regulations.-** Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009, till the date of Notification of these Regulations shall be governed by the provisions of the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016 as the case may be. Further, the award of degrees to candidates already registered and pursuing Ph.D. shall be governed by these Regulations or UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2016. Nothing in these Regulations shall impact the M.Phil. degree programmes commencing prior to the enactment of these Regulations.
- 17. Depository with INFLIBNET.-** Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the Higher Educational Institution concerned shall submit an electronic copy of the Ph.D. thesis to INFLIBNET, for hosting the same so as to make it accessible to all the Higher Educational Institutions and research institutions.

RAJNISH JAIN, Secy.

[ADVT.-III/4/Exty./367/2022-23]

University Grants Commission
(Academic Collaboration between Indian and Foreign Higher
Educational Institutions to offer Twinning, Joint Degree and Dual Degree
Programmes) Regulations, 2022.

NOTIFICATION

New Delhi, the 2nd May, 2022

F. No. 4-1/2022(IC).—In exercise of the powers conferred by clauses (f) and (g) of sub section (1) of section 26 of the University Grants Commission Act, 1956 and in supersession of the University Grants Commission (Promotion & Maintenance of Standards of Academic Collaboration between Indian and Foreign Educational Institutions) Regulations, 2016 notified vide Gazette Notification dated 11.07.2016, the University Grants Commission hereby makes the following Regulations, namely:-

1. Short title, application and commencement: -

- 1.1. These Regulations may be called the University Grants Commission (Academic Collaboration between Indian and Foreign Higher Educational Institutions to offer Twinning, Joint Degree and Dual Degree Programmes) Regulations, 2022. (hereafter referred to as the Regulations).
- 1.2. These regulations lay down the minimum standards for academic collaboration between Indian Higher Educational Institutions and foreign Higher Educational Institutions to offer Twinning, Joint Degree and Dual Degree Programmes.
- 1.3. These Regulations shall apply to
 - 1.3.1. Indian Higher Educational Institutions intending to collaborate with Foreign Higher Educational Institutions leading to award of degree(s); and
 - 1.3.2. Foreign Higher Educational Institutions intending to collaborate with Indian Higher Educational Institutions.
- 1.4. These Regulations shall come into force on the date of their publication in the Official Gazette.

2. Definitions: -

- 2.1. “Act” means the University Grants Commission Act, 1956, as amended from time to time;
- 2.2. “Academic Collaboration” means academic partnership between Indian Higher Educational Institution(s) and Foreign Higher Educational Institution(s), put into place through an instrument of written Agreement for the purposes of
 - 2.2.1. Twinning Programme
 - 2.2.2. Joint Degree Programme;
 - 2.2.3. Dual Degree Programme;
- 2.3. “Assessment and Accreditation Agency”, in respect of a Foreign Higher Educational Institution, means an agency or body approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country or member of global network of accreditation bodies for the purpose of assessing, accrediting or assuring quality and standards of Higher Educational Institutions;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- 2.4. “Assessment and Accreditation Agency”, in respect of an Indian Higher Educational Institution, means an agency recognized under the University Grants Commission (Recognition and monitoring of Assessment and Accreditation Agencies) Regulations, 2014;
- 2.5. “Commission” means the University Grants Commission established under section 4 of the Act;
- 2.6. “Conventional mode” means a mode of providing learning opportunities through face-to-face interaction between the teacher and learner in regular class room environment but does not exclude supplementary instructions if any for the learner through use of online;
- 2.7. “Credit Recognition and Transfer” shall mean ‘Credit’ conferred by a Foreign Higher Educational Institution to be recognised, quantified and included towards the credit requirements for a programme delivered by an Indian Higher Educational Institution solely or jointly with a Foreign Higher Educational Institution and vice versa;
- 2.8. “Degree” means a degree awarded by an Indian Higher Educational Institution in accordance with the provisions of the section 22 of the UGC Act and a Degree awarded by a Foreign Higher Education Institution in accordance with the relevant rules and regulation of respective foreign country;
- 2.9. “Foreign Higher Educational Institution” means a Higher Educational Institution duly established or incorporated or recognised in a foreign country and offering academic and research programmes at the undergraduate and/or higher levels;
- 2.10. “Franchising” for the purpose of these regulations, means and includes the practice of allowing, formally or informally, any person or institution or organisation, other than the Higher Educational Institution recognised under these regulations for offering Twinning, Joint and Dual Degree programmes or any related activity on behalf of or in the name of the recognised Higher Educational Institution, and the terms “franchise” and “franchisee” shall be construed accordingly.
- 2.11. “Indian Higher Educational Institution” means a university within the meaning of Section 2(f) or an institution deemed to be university under Section 3 of the UGC Act, 1956;
- 2.12. “Programme” means educational programmes leading to award of Degree(s) including Post graduate and Doctoral programmes;
- 2.13. “Statutory Body” means a body established or incorporated by or under a Central Act to regulate, coordinate, determine and maintain standards of teaching, examination and research in universities or programme(s) of study, including professional programme(s) leading to the award of degree(s);

3. Provisions of Collaboration: -

Academic Collaboration between Indian and Foreign Higher Educational Institutions under these Regulations shall facilitate the following academic activities: -

3.1. Twinning Programme

- 3.1.1. “Twinning Programme” shall be a collaborative arrangement whereby students enrolled with an Indian Higher Educational Institution may undertake their programme of study partly in India, complying with relevant UGC Regulations, and partly in the Foreign Higher Educational Institution.

- 3.1.2. The degree offered under such twinning programmes shall be awarded by the Indian Higher Educational Institution only.
- 3.1.3. Under twinning programme, credits earned by the students at a Foreign Higher Educational Institution shall be counted towards the degree awarded by the Indian Higher Educational Institution. However, credits earned by the student from the Foreign Higher Educational Institution shall not exceed 30 per cent of the total credits for the programme.
- 3.1.4. Credits to be earned by the Indian students from the foreign institution and credits earned by the foreign students from Indian institutions shall be obtained through conventional mode.
- 3.1.5. Each institution shall issue a transcript for their respective courses, with a remark indicating that the student has taken certain modules at the partner institution, wherever applicable.
- 3.1.6. The Indian Higher Educational Institution shall ensure that the credits earned by the students from the Foreign Higher Educational Institution shall not be from overlapping course contents/curriculum.
- 3.1.7. Fees as applicable for the entire duration of the programme (including courses imparted by the Foreign Higher Educational Institution) shall be made public at the time of admission. Fee structure should be reasonable so as to make quality Higher Education accessible and affordable to all sections of the society.
- 3.1.8. Any degree to be awarded under such twinning programme must be in conformity with the provisions of section 22 (3) of the UGC Act, 1956 and shall also be in conformity with the norms, standards and requirement for award of such degree, as laid down by the statutory authority concerned.
- 3.1.9. The collaborating Higher Educational Institutions shall make provisions for exit pathways for students who are unable to complete the Twinning programme with clear specification with respect to future acceptance of credits earned by the students.

3.2. Joint Degree Programme

- 3.2.1. For a “Joint Degree programme”, the curriculum shall be designed jointly by the collaborating Indian and Foreign Higher Educational Institutions and, upon completion of the programme, the Degree is awarded by the Indian Higher Educational Institution and the collaborating Foreign Higher Educational Institution with a single Certificate.
- 3.2.2. Any Joint degree programme to be offered shall conform to the nomenclature and duration of the degrees as specified in section 22 (3) of the UGC Act, 1956 and shall also conform to minimum eligibility and other norms and standards to offer such degree programme.
- 3.2.3. The students must earn at least 30 per cent of the total credits from each of the Indian and Foreign Higher Educational Institutions. Credits to be earned by the Indian students from the foreign institution and credits earned by the foreign students from Indian institutions shall be obtained through conventional mode.

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- 3.2.4. Credits earned for the course(s) in an institution shall count towards the degrees jointly awarded by both the institutions.
- 3.2.5. The collaborating Higher Educational Institutions shall ensure that the credits earned by the students shall not be from overlapping course contents/curriculum and the student shall submit to only one examination and evaluation process for each of the courses by the institutions in which he/she has registered for that course.
- 3.2.6. In case of a doctoral degree programme, students must have a supervisor at each institution. The student shall spend a minimum of one semester in each of the collaborating institutions during the study programme. However, the student shall submit a single thesis adhering to a framework jointly devised by the participating institutions.
- 3.2.7. Fees as applicable for the entire duration of the programme (including courses imparted by the Foreign Higher Educational Institution) shall be made public at the time of admission. Fee structure should be reasonable so as to make quality Higher Education accessible and affordable to all sections of the society.
- 3.2.8. Each Higher Educational Institution shall issue a transcript for their respective courses, with a remark indicating that the student has taken certain modules at the partner institution.
- 3.2.9. The collaborating Higher Educational Institutions shall make provisions for exit pathways for students who are unable to complete the Joint Degree programme with clear specification with respect to future acceptance of credits earned by the students.
- 3.2.10. All other provisions related to offering of Joint Degree Programme shall be decided mutually by the participating institutions conforming to the respective rules, regulations and laws of their respective institution and country.

3.3. Dual Degree Programme

- 3.3.1. “Dual Degree Programme” shall be a programme jointly designed and offered by the Indian and Foreign Higher Educational Institutions in the same disciplines/subject areas and in the same level. The degrees for such programme shall be conferred by the Indian and Foreign Higher Educational Institutions, separately and simultaneously, upon completion of degree requirements of both the institutions. This shall not in any way be construed as two degree programmes in separate disciplines/subject areas and/or levels being pursued simultaneously.
- 3.3.2. Under the Dual degree programme, the degrees to be offered by an Indian Higher Educational Institution shall conform to the nomenclature and duration of the degrees as specified in section 22 (3) of the UGC Act, 1956 and shall also conform to minimum eligibility and other norms and standards to offer such degree programme.
- 3.3.3. Prospective students must meet the admission requirements of both the Indian and Foreign Higher Educational Institutions and shall apply to and be admitted separately to both the institutions.
- 3.3.4. The students must earn at least 30 percent of total credits from the Indian institution. Credits to be earned by the Indian students from the foreign

- institution and credits earned by the foreign students from Indian institutions shall be obtained through conventional mode.
- 3.3.5. Credit earned for the course(s) in an institution shall count towards degrees to be awarded by both the institutions.
- 3.3.6. The collaborating Higher Educational Institutions shall ensure that the credits earned by the students shall not be from overlapping course contents/ curriculum; and the student shall submit to only one examination and evaluation process for each of the courses by the institutions in which he/ she has registered for that course.
- 3.3.7. In case of a doctoral degree programme, students must have a supervisor at each institution. The student shall spend a minimum of one semester in each of the collaborating institutions during the study programme. However, the student shall submit a single thesis adhering to a framework jointly devised by the participating institutions.
- 3.3.8. Fees as applicable for the entire duration of the programme (including courses imparted by the Foreign Higher Educational Institution) shall be made public at the time of admission. Fee structure should be reasonable so as to make quality Higher Education accessible and affordable to all sections of the society.
- 3.3.9. Each of the Higher Educational Institutions concerned shall issue a transcript for its respective courses, with a remark indicating that the student has taken certain modules at the partner institution.
- 3.3.10. The collaborating Higher Educational Institutions shall make provisions for exit pathways for students who are unable to complete the Dual Degree programme with clear specification with respect to future acceptance of credits earned by the students.
- 3.3.11. All other provisions related to offering of Dual Degree Programme shall be decided mutually by the participating institutions conforming to the respective rules, regulations and laws of their respective institution and country.

4. Conditions for Collaboration: -

- 4.1. The Indian Higher Educational Institutions shall obtain the approval of its appropriate authority, like Board of Governors/Board of Management/Syndicate/Executive Council for academic collaboration with any Foreign Higher Educational Institution.
- 4.2. Indian Higher Educational Institutions shall seek necessary approval from the relevant Statutory Councils/ Bodies before entering into collaboration in technical, medical, legal, agricultural and such other professional programmes.
- 4.3. The Indian Higher Educational Institutions shall abide by the norms prescribed by the Government of India from time to time for collaboration with specific countries.
- 4.4. Academic infrastructure, including laboratory, library and workshop facilities of the Indian Higher Educational Institutions shall meet the requirements of the relevant professional Statutory Councils/ Bodies.
- 4.5. The Indian Higher Educational Institution shall have to enter into a written Memorandum of Understanding or Agreement with its partner Foreign Higher Educational Institution(s)

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for collaboration. The MoU or Agreement must categorically include the purposes and related provisions of collaboration.

- 4.6. The academic requirements and other details of the programme(s) of study to be offered under collaborative arrangements shall be made public by displaying prominently in the websites of both Indian and Foreign Higher Educational Institutions, before the commencement of such programmes.
- 4.7. Wherever foreign exchange is involved, the Higher Educational Institutions (Indian and foreign), shall abide by and comply with the relevant regulations, norms, notifications and instructions issued by the Reserve Bank of India and Government of India from time to time.
- 4.8. The Indian Higher Educational Institution shall ensure that the programme(s) of study and/or research offered is not against the national security and territorial integrity of India.
- 4.9. The Institutions concerned shall comply with all the provisions of these Regulations and also abide by any other condition(s) specified by the Government of India and Statutory Body (ies) concerned

5. Eligibility:

The Indian and Foreign Higher Educational Institutions shall be eligible to offer Twinning, Joint Degree and Dual Degree programmes under these regulations provided they fulfil the following eligibility criteria: -

- 5.1. Any Indian Higher Educational Institution as mentioned in 2.11 which is accredited by National Assessment and Accreditation Council (NAAC) or any other Agency authorised in this behalf, with a minimum score of 3.01 on a 4-point scale at the time of application;

or

which figures in the top 1000 of Times Higher Education or QS World University ranking at the time of application;

or

which figures in the top 100 in university category of National Institutional Ranking Framework (NIRF) at the time of application;

- 5.2. Any Foreign Higher Educational Institution as mentioned in 2.9 figuring in top 1000 of Times Higher Education or QS World University ranking at the time of application.

6. Office for International Affairs: -

The Collaborating Indian Higher Educational Institution shall have an office for International Affairs which shall function as single point of contact, and shall be responsible for carrying out all collaborative activities including, but not limited to:

- 6.1. Liaising with regulatory/statutory bodies;
- 6.2. Working as coordinating agency for all students registered under collaborative arrangements with Foreign Higher Educational Institutions;
- 6.3. Addressing matters related to Indian students proceeding abroad to Foreign Higher Educational Institutions under collaborative arrangements;
- 6.4. Maintaining records and disseminate information related to international collaborations;
- 6.5. Working as the nodal agency for foreign students and coordinate all matters relating to welcoming and supporting foreign students;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- 6.6. Engaging in promotional activities and brand building campaign abroad;
- 6.7. Making information relating to academic collaboration available on the Higher Educational Institution's website and provide the same to Commission whenever asked for.
- 6.8. Addressing the grievances of students, both Indian and foreign, who take admission in programmes offered under these Regulations.

7. Miscellaneous conditions: -

- 7.1. The Degree awarded under these Regulations shall be equivalent to any corresponding degree awarded by the Indian Higher Educational Institution with the following stipulations: (i) there shall be no further requirement of seeking equivalence from any authority; and (ii) the degree shall have all benefits, rights and privileges as obtaining in the case of degree, awarded by an Indian Higher Educational Institution ordinarily.
- 7.2. The programmes offered under these Regulations shall not be allowed in online and ODL mode.
- 7.3. No franchise arrangement/Study Centre, whether overtly or covertly, by whatever nomenclature used, between a Foreign Higher Educational Institution and an Indian Higher Educational Institution shall be allowed under these Regulations.
- 7.4. An Institution Deemed to be a University under section 3 of the University Grants Commission Act, 1956 shall enter into academic collaboration in accordance with the extant Deemed to be University Regulations and also in compliance with the provisions of these Regulations.
- 7.5. The MoU/Agreement for collaboration shall include provisions related to student obligations, fees and other financial arrangements, intellectual property rights, student's attendance patterns, duration of stay for the study programme in both the Higher Educational Institutions, joint supervision arrangements, language of thesis and examinations, admission and evaluation process and graduation procedures, wherever applicable.
- 7.6. Matters relating to the grievances of students, including legal matters relating to the collaboration shall be addressed by the Indian Higher Educational Institution entering into academic collaboration.
- 7.7. The monitoring shall be done through mandatory public disclosure.
- 7.8. The collaborating Indian Higher Educational Institution shall furnish information regarding the academic collaboration, as required by the Commission from time to time.

8. Consequence of violations: -

- 8.1. If the Indian Higher Educational Institution concerned is found to have violated these Regulations, the Commission shall take action as provided under section 14 of the Act and shall also notify on its website and also through media that the programme(s) offered or conducted through the said collaborative arrangements are not in conformity with these Regulations.
- 8.2. The Commission may also take further action as prescribed against Indian Higher Educational Institution(s) for violating these Regulations.

9. Interpretation: -

- 9.1. Any question as to the interpretation of these Regulations shall be decided by the Commission and its decision shall be final and binding in the matter.
- 9.2. Any dispute arising in relation to collaborative arrangement between Indian and Foreign Higher Educational Institution(s) shall be governed by the Indian law.

10. Power to remove difficulty:-

- 10.1. If any difficulty arises in implementation or in giving effect to the provisions of these Regulations, the Commission may by an order published in the official gazette make provisions, not inconsistent with the provisions of the UGC Act, 1956 or these Regulations, as may appeared to be necessary or expedient for removing the difficulty. Provided that no order under this provision shall be made by the Commission after the expiry of a period of two years from the date of coming into force of these Regulations.

Prof. RAJNISH JAIN, Secy.

[ADVT.-III/4/Exty./57/2022-23]

University Grants Commission
(Setting up and Operation of Campuses of Foreign Higher Educational
Institutions in India) Regulations, 2023.

NOTIFICATION

New Delhi, the 7th November, 2023

F. No. 1-1/2023(IC-FHEI).—Whereas the University Grants Commission has initiated several measures for the internationalization of the higher education system in India. The University Grants Commission notified the guidelines on Internationalization of Higher Education in the year 2021, which included provisions like setting up an office for International Affairs and Alumni Connect Cell in the universities;

Whereas, to foster academic collaboration between Indian higher educational institutions and foreign higher educational institutions, the University Grants Commission (Academic Collaboration between Indian and Foreign Higher Educational Institutions to offer Twinning, Joint Degree and Dual Degree Programmes) Regulations, 2022 were notified on 2nd May, 2022; Whereas, a regulatory framework allowing the entry of higher-ranked foreign universities, for the internationalization of Indian higher education as envisaged in National Education Policy, 2020 will provide an international dimension to higher education, enable Indian students to obtain foreign qualifications at affordable cost, and make India an attractive global study destination. And whereas there is a need to facilitate the entry of foreign higher educational institutions into India.

Now, therefore, in exercise of the powers conferred by clause (j) of section 12 read with clauses (f) and (g) of sub-section (1) of section 26 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following regulations, namely:-

1. Short title, application, and commencement.-

- (1) These regulations may be called the University Grants Commission (Setting up and Operation of Campuses of Foreign Higher Educational Institutions in India) Regulations, 2023.
- (2) They shall apply to the campuses of Foreign Higher Educational Institutions seeking approval under these regulations to conduct certificate, diploma, degree, research and other programmes at the undergraduate, postgraduate, doctoral and post-doctoral levels.
- (3) They shall come into force from the date of their publication in the Official Gazette.

2. Definitions.-

- (1) In these regulations, unless the context otherwise requires,-
 - (a) “Act” means the University Grants Commission Act, 1956 (3 of 1956);
 - (b) “Campus” means a campus set up in India by a Foreign Higher Educational Institution to conduct certificate, diploma, degree, research and other programmes at undergraduate, postgraduate, doctoral and post-doctoral levels duly approved under these regulations;
 - (c) “course” means one of the units which comprise a programme of study;
 - (d) “fees” means all fees, including tuition fees and developmental charges, by whatever name called, payable by the students enrolled for the course or programme;

Regulations pertaining to Credits, Academic Programmes and Award of Degrees:

- (e) “Foreign Higher Educational Institutions” includes both a University or an Educational Institution in a foreign country duly recognized and established or incorporated in any manner such as Trust or Society or Company or Statutory Body or other legal forms in the country of its origin, and is duly authorized to offer academic and research programmes at the undergraduate or higher levels, within and outside its jurisdiction, as the case may be;
 - (f) “Programme” means a study programme leading to the award of a certificate or diploma or degree by a campus of a Foreign Higher Educational Institution approved under these regulations.
- (2) The words and expressions used in these regulations and not defined, but defined in the Act, shall have the same meaning respectively assigned to them in the Act.

3. Eligibility.-

- (1) The Foreign Higher Educational Institution intending to establish campuses in India shall fulfil any of the following criteria at the time of application, that-
- (a) it should have secured a position within the top five hundred in the overall category of global rankings at the time of application, as decided by the Commission from time to time; or
 - (b) it should have secured a position within the top five hundred in the subject-wise category of global rankings at the time of application or should possess outstanding expertise in a particular area, as decided by the Commission from time to time.
- (2) In the case of two or more than two Foreign Higher Educational Institutions intending to collaborate to establish campuses in India, each Foreign Higher Educational Institution should meet the eligibility criteria.

4. Procedure for approval.-

(1) In case the Foreign Higher Educational Institution intends to set up more than one campus, it shall make a separate application to the Commission under the procedure laid down in these regulations.

- (1) Upon fulfilment of the eligibility criteria, the Foreign Higher Educational Institution shall apply online to the Commission along with the non-refundable processing fee, as decided by the Commission from time to time.
- (2) The Foreign Higher Educational Institution shall upload the following documents along with the application on the University Grants Commission portal, namely:-
- (a) permission by the Governing Body or Board, by whatever name called, for establishing campuses in India;
 - (b) information on the proposed location, infrastructural facilities, fee structure, academic programmes, courses, curricula, availability of faculty and financial resources for setting up and operations of campuses in India, and any other details that may be sought;
 - (c) an undertaking to the effect that-
 - i. the quality of education imparted by it in its Indian campus is similar to that of the main campus in the country of origin; and
 - ii. the qualifications awarded to the students in the Indian campus shall enjoy the same recognition and status as if they were conducted in its home jurisdiction, that is, they shall be recognized in the country of origin of the Foreign Higher Educational Institution and shall be equivalent to the corresponding qualifications awarded by the Foreign Higher Educational Institution in the main campus located in the country of origin.

- (d) the latest Accreditation or Quality Assurance report from a recognized Body; and
 - (e) any other document as specified in the application portal.
- (3) The Commission shall constitute a Standing Committee to examine matters related to the setting up and operation of campuses of Foreign Higher Educational Institutions in India.
 - (4) The Standing Committee shall assess each application on merit, including the credibility of the educational institutions, the programmes to be offered, their potential to strengthen educational opportunities in India, and the proposed academic infrastructure, and make recommendations thereof.
 - (5) In case the applicant is a Foreign Higher Educational Institution possessing outstanding expertise in a particular area, the Standing Committee shall consider its strengths, outstanding contribution, research capacities, institutional history, institutional prestige and influence, and professional recognition within the areas, among others.
 - (6) The recommendations of the Standing Committee shall be placed before the Commission within a period of sixty days from the date of receipt of the application, complete in all respects.
 - (7) Based on the recommendations of the Standing Committee, the Commission may within a period of sixty days, initially grant in-principle approval and issue a Letter of Intent to the Foreign Higher Educational Institution to set up campuses in India within two years from the date of approval.
 - (8) The Commission may reserve the right to give an extension, if required, on a case-to-case basis.
 - (9) The applicant Foreign Higher Educational Institution shall convey its readiness for the commencement of its academic operations to the Commission and the Standing Committee shall examine the readiness of the campus and give its recommendations.
 - (10) The Commission shall consider the recommendations of the Standing Committee and issue approval to the Foreign Higher Educational Institution, within a period of sixty days, for commencing the operation of a campus in India with or without conditions.
- 5. Admission and fee structure.**-(1) The campus of Foreign Higher Educational Institution may evolve its admission process and criteria to admit domestic and international students.
- (1) The Foreign Higher Educational Institution shall decide the fee structure, which shall be transparent and reasonable.
 - (2) The Foreign Higher Educational Institution shall make available the prospectus on its website at least sixty days before the commencement of admissions, including fee structure, refund policy, number of seats in a programme, eligibility qualifications, and admission process.
 - (3) Based on an evaluation process, the Foreign Higher Educational Institution may provide full or partial merit-based or need-based scholarships from funds such as endowment funds, alumni donations, tuition revenues and other sources.
 - (4) The Foreign Higher Educational Institution may give tuition fee concessions to students who are Indian citizens.

- 6. Appointment of faculty and staff and other related provisions.**-(1) The Foreign Higher Educational Institution shall have the autonomy to recruit faculty and staff from India and abroad as per its recruitment norms.
- (1) The Foreign Higher Educational Institution may decide the qualifications, salary structure, and other conditions of service for appointing faculty and staff. However, the Foreign Higher Educational Institution shall ensure that the qualifications of the faculty appointed shall be at par with the main campus in the country of origin.
 - (2) The Foreign Higher Educational Institution shall ensure that the international faculty appointed to teach at the Indian campus shall stay in India for at least a semester.
- 7. General conditions.**-(1) The Foreign Higher Educational Institution shall not admit students and collect fees unless duly approved under these regulations to set up its campus in India.
- (1) The Foreign Higher Educational Institution shall ensure that the education shall be imparted in a similar manner in aspects like curricula, pedagogy, assessment and other aspects, as that of the main campus in the country of origin.
 - (2) The programme shall not be allowed to be offered in online or in Open and Distance Learning modes. However, lectures in online mode not exceeding ten per cent. of the programme requirements may be allowed.
 - (3) The Foreign Higher Educational Institution shall seek prior approval from the Commission before starting any new programme through the University Grants Commission portal.
 - (4) The qualifications offered in the campus of the Foreign Higher Educational Institution in India under these regulations shall be awarded under the name and seal of the Foreign Higher Educational Institution in the country of origin.
 - (5) The qualifications awarded to the students in the Indian campus shall enjoy the same recognition and status as if they were conducted in its home jurisdiction, that is, they shall be recognized in the country of origin of the Foreign Higher Educational Institution and shall be equivalent to the corresponding qualifications awarded by the Foreign Higher Educational Institution in the main campus located in the country of origin.
 - (6) The qualifications awarded under these regulations shall be equivalent to any corresponding degree awarded by the Indian Higher Educational Institution for all purposes, including higher education and employment, with the following stipulations, namely:-
 - (a) there shall be no further requirement of seeking equivalence from any authority; and
 - (b) the degree shall have all benefits, rights, and privileges as obtained in the case of a degree awarded by an Indian Higher Educational Institution ordinarily.
 - (7) The Foreign Higher Educational Institution shall present their adequacy of financial and other resources required for establishing and operating its campus in India.
 - (8) The Foreign Higher Educational Institution shall have the physical, academic and research infrastructure and facilities required to conduct its academic and research programmes in its campus in India.
 - (9) The Foreign Higher Educational Institution shall not offer any such programme of study which is contrary to the standards of higher education in India.
 - (10) The operation of Foreign Higher Educational Institution shall not be contrary to the sovereignty and integrity of India, the security of the State, friendly relations with foreign States, public order, decency, or morality.

- (11) Cross-border movement of funds and maintenance of Foreign Currency Accounts, mode of payments, remittance, repatriation, and sale proceeds, if any, shall be in accordance with the provisions of the Foreign Exchange Management Act, 1999 (42 of 1999) and the rules and regulations made thereunder.
 - (12) The Foreign Higher Educational Institution shall ensure that in case of receipt or utilization of foreign contribution by any person, compliance of the Foreign Contribution (Regulation) Act, 2010 (42 of 2010) and the rules and regulations made thereunder.
 - (13) In case a Foreign Higher Educational Institution desires to receive or utilize donations from any foreign sources, it has to obtain prior permission of the Central Government and shall comply with the provisions of Foreign Contribution (Regulation) Act, 2010 (42 of 2010).
 - (14) The Foreign Higher Educational Institution shall abide by any other conditions specified by the Commission and the Government of India from time to time.
 - (15) The Foreign Higher Educational Institution shall not act as a representative office of the parent entity to undertake promotional activities for their programmes in their home jurisdiction or any other jurisdiction outside India.
 - (16) The Foreign Higher Educational Institution may enter into a joint venture with Indian higher educational institutions or Indian company.
 - (17) However, the Foreign Higher Educational Institution campus in India shall have its independent campus with the physical, academic and research infrastructure and facilities required to conduct its academic and research programmes.
 - (18) The Foreign Higher Educational Institution shall undergo a quality assurance audit and submit the report to the Commission.
- 8. Annual report and maintenance of accounts.**-(1) The Foreign Higher Educational Institution shall submit to the Commission an annual report, giving details of programmes offered, the number of students admitted and passed out, and qualifications awarded.
- (1) The annual report shall be made available on the website of the Foreign Higher Educational Institution or its campus.
 - (2) The Foreign Higher Educational Institution shall submit an audit report annually to the Commission certifying that the operations of the Foreign Higher Educational Institution in India are in compliance with the Foreign Exchange Management Act, 1999 (42 of 1999) or the Foreign Contribution (Regulation) Act, 2010 (42 of 2010) and the rules and regulations made there under or any other applicable Act or laws or rules or regulations or guidelines and relevant State laws or rules or regulations or policies in this regard.
- 9. Safeguarding the interest of the students.**-(1) The Foreign Higher Educational Institution shall not discontinue any course or programme or close the campus without the prior approval of the Commission.
- (1) In the case of a course or programme disruption or discontinuation or closure of the campus, the parent entity shall be responsible for providing an alternative to the affected students, including reallocation to the course or programme.
 - (2) The Foreign Higher Educational Institution shall have a mechanism to address students' grievances. In case, the Foreign Higher Educational Institution fails to redress the grievances, the students may appeal to the commission for redressal of their grievances.
- 10. Power to visit.**-The Commission shall have the power to visit the campus and examine its operations to ascertain the infrastructure, academic programmes and overall quality and suitability.

- 11. Prohibition on setting up and operation of campuses of Foreign Higher Educational Institutions in India.**-(1) No Foreign Higher Educational Institution shall set up and operate any campus in India without the prior approval of the Commission.
- (1) No Foreign Higher Educational Institution shall offer any programme in India without the prior approval of the Commission.
 - (2) The Commission shall cancel or suspend or withdraw the approval issued to Foreign Higher Educational Institution or take such other action as it may deem fit after recording reasons therefor, at any time in the event of any of the following, namely:-
 - (a) the campus of the Foreign Higher Educational Institution fails to adhere to or has violated these regulations;
 - (b) its activities or academic programmes are against the interest of India;
 - (c) it fails to abide by the undertaking given at the time of application;
 - (d) it engages in operation other than the one permitted under these regulations; and
 - (e) in case of any adverse finding, misappropriation and suppression of facts.
- 12. Jurisdiction of Courts.**- In case of any dispute with respect to these regulations, courts in India shall have exclusive jurisdiction.
- 13. Interpretation.**-(1) If any question arises regarding the provisions of these regulations the Commission shall decide that question.
- (1) The Commission shall have the power to clarify any doubt, difficulty, or anomaly about implementing these regulations.
 - (2) In case of any dispute concerning the interpretation of the provisions of these regulations, it may refer the same for the decision of the Central Government.

Prof. MANISH R. JOSHI, Secy.

[ADVT.-III/4/Exty./535/2023-24]

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**University Grants Commission
Bahadurshah Zafar Marg
New Delhi-110002**

No.F.1-93/74(CP) Part (V)

Dated 13th June, 1983

The Registrar,

Sub-Regulation under section 26 (i)(e) of the UGC Act defining the qualification that ordinarily be required of any person to be appointed to the teaching staff of the University.

Sir,

I am directed to say that in exercise of the powers conferred by clause (a) of sub-section 1 of the section 26 with section 14 of the University Grants Commission Act, 1963 of 1956, the University Grants Commission has since framed regulation defining the qualification that should ordinarily be required of any person to be appointed to the teaching staff of the University. A copy of the Regulation framed by the Commission in this regard is enclosed. The University is requested to adopt the Regulations in the Statutes/Ordinances as may be considered necessary. These regulation would come into effect from 1st July, 1983.

I am further to say that failure of the University to comply with the above Regulation would attract the provision containing in Section 14 of the UGC Act which is re-produced below:-

“ If any University fails within a reasonable time to comply with any recommendation made by the Commission under Section 12 or Section 13 or contravenes the provisions of any rules made under clause (f) or clause (g) or sub-section (2) or Section 25, or (g) of Section 26, the Commission, after taking into consideration the cause, if any, shown by the University for such failure or contravention with such recommendation, may withhold from the University the grant proposed to be made out of the Fund of the Commission.

The receipt of this letter may kindly be acknowledge and action taken by the University in this regard intimated to the commission as early as possible.

University Grants Commission

(Minimum qualifications required of a person to be appointed to the teaching staff of university of institutions affiliated to it) Regulation, 1982

F.1-93/74(CP)

June, 1983

Enclosure

Notification

In exercise of the powers conferred by clause (e) of Sub-section (1) of Section 26 read with section 14 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission makes the following regulations, namely:-

1. Short title, application and commencement:-

- (i) These regulation may be called the University Grants Commission (Qualifications required of a person to be appointment to the teaching staff of a University or other institutions affiliated to it) Regulation, 1982.
- (ii) They shall apply to every University established or incorporated by under a Central Act, Provincial Act or a State Act, every institutions including a constituent or an affiliated college recognized by the Commission, in consultation with the University concerned, under clause (f) or section 2 of the University Grants Commission Act, 1956 and every institution Deemed to be University under section 3 of the said Act.
- (iii) They shall come into source of the date of the issue of this notification.

2. Qualifications:-

No person shall be appointed to a teaching post in a University or in any of institutions including constituent or affiliated colleges recognized under clause (f) of Section 2 of the University Grants Commission Act, 1956 or in an institutions deemed to be University under section 3 of said Act in a subject if he does not full fill the requirements as to the qualifications for the appropriate subject as provided in schedule I to X of these regulations,

Provided that any relaxation in the prescribed qualifications can only be made by a university in regard to the post under it or any of the institutions including constituent or affiliated colleges recognized under clause (f) of section 2 of the aforesaid Act or by an institution deemed to be University under section 3 of the said Act with the prior approval of the University Grants Commission.

Note: Attention is invited to Section 114 of the University Grants Commission Act, 1956 which reads as follows:-

14. "If any University fails within a reasonable time to comply with any recommendation made by the Commission under section 12 or section 13, or contravenes the provisions of any rule made under clause (f) or clause (g) of sub-section (2) of section 25 or of any regulation made under clause (e) or clause (f) or clause (g) or section 26, the Commission after taking into consideration the cause, if any shown by the University for such failure or contravention, may withhold from the University the grants proposed to be made out of the Commission."

Consequences of failure of Universities to comply with recommendations of the Commission.

Minimum qualification for appointment to the post of Professors and Readers in the faculties of Arts, Science, Social Science, Commerce and Management Studies.

Professor

An eminent scholar with published work of high quality actively engaged in research, about ten year's experience of teaching and/or research. Experience of guiding research at doctoral level.

OR

An outstanding scholar with established reputation who has not made significant contribution knowledge.

Reader

Good academic record with a doctoral degree or equivalent published work. Evidence of being actively engaged in (i) production of teaching materials.

About five year's experience of teaching and/or research provided that at least three or those years were as lecture or in an equivalent position.

This condition may be relaxed in the case of candidates with outstanding record of Teaching/ Research.

Explanation

For determining "Good Academic Records" the following criteria shall be adopted:-

University Readers:

- (i) A candidate holding a Ph. D degree should possess at least a second class Master's degrees. or
- (ii) A candidate without a Ph. D degree should possess a high second class Master's degree and second class in the Bachelor's degrees

OR

- (iii) A candidate not possess Ph. D degree but possessing second class Master's degree should have obtained first class in the Bachelor's degree.

Schedule -II

(See Regulation-2)

Minimum qualification prescribed for appointment to the post of lecturers.

University lecturers:

- (a) A Doctorate 's degree and research work of an equally high standards; and
- (b) Good academic record with at least second class (0 in the seven point scale) Master's degree in a relevant subject from an Indian University or an equivalent degree from a foreign university.

- (b) Having regard to the need for developing inter disciplinary programs, the degree in (a) and above may be in relevant subjects.

Provided further that if a candidate possessing a Doctor's degree and equivalent research work is not available or is not considered suitable, a person possessing a good academic

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

record, (weight age being given to m Phil or equivalent degree or research work of quality) maybe appointed provided he has done research work for at least 2 years or has practical experience in a research laboratory/organisation on the condition that he will have to obtain a Doctor's degree for give evidence of research of high standard with in high 8 years of his appointments, failing which he will not be able to earn future increment until he fulfils these requirements.

College lecturers

- (a) An M.Phil degree or a recognise degree beyond the Master's level or published work indicating the capacity of a candidate 4 independent research work; and
- (b) Good academy record with at least second class (0 in the seven pay scale) Master's degree in a relevant subject from an Indian University or equivalent degree from a foreign university.

Provided that if the selection committee is of the view that the research work of a candidate as evidence either from his thesis or from his published work is of a very high standard, it may relax any of the qualification prescribed in (b) above.

Provided further that if a candidate possessing the qualifications as at (a) above is not available or not considered suitable, the college on the recommendation of the selection committee may appoint a person possessing a good academy record on the condition that he will have to obtain an M.Phil degree or a recognised degree beyond the Master's level with in 8 year of his appointment falling which he will not be able to earn future increments till be obtains that degree or gives evidence or equivalent published work of high standard.

Explanation:

For determining good academic record the following criteria shall be adopted.

University lecturers

- (i) A candidate holding a PhD degree should possess at least a second class Master's degree; or
- (ii) A candidate without a PhD degree should process a high second class Master's degree and second class in the Bachelor's degree; or
- (iii) A candidate not processing PhD degree but possessing 2nd class Master's degree should have obtained first class in the Bachelor's degree.

College lecturers:

- (i) A candidate holding a M.Phil degree or a recognised degree beyond the Master's level should process at least a second class Master's degree; or
 - (ii) candidate not holding and M.Phil degree or a recognised degree beyond the Master's degree level should process a high second class Bachelor's degree and second class in first degree (B.A/B.Sc/B.Com) examination.
 - (iii) candidate not holding and M.Phil or recognised degree beyond a Master's level but processing a second class Master's degree should have obtained a first class in the first degree (B.A/B.Sc/B.Com) examination.
2. Person having secured marks more than the midpoint of the prescribed minimum marks for passing and examination in the second division and the prescribed minimum marks for passing an examination in the first division by a University cell shall be deemed to have passed that examination in the High second class.

Minimum qualification prescribe appointment to the post of lecturer in education.

University lecturers:

- (a) A Doctor's degree in education or research work of an equally high standard; and
- (b) good academy record with at least second class (C in the seven point scale) Master's degree in a relevant subject from an Indian University or an equivalent degree from a foreign university.

OR

- (a) A Doctor's degree in any university discipline or research work or an equally high standard; and
- (b) Good academic record with an M.phil degree in education (which may be required while in service) from an Indian University or an equivalent degree from a foreign university.

Having regard to the need for developing interdisciplinary programs, one of the degree in (a) and (b) above maybe in relevant subjects, the other being in education.

Provided that if the selection committee is of the view that the research work of a candidate as evidence either from his thesis or from his published work is of very high standard it may relax any qualification prescribe in (b) above.

Provided further that if a candidate processing a Doctor's degree aur equivalent research work is not available or is not considered suitable a person processing a good academic record (weightage being given to M.phil or equivalent degree or research work of quality) may be appointed provided has done research work for at least two years or has practical experience in research laboratory/organisation on the condition that he will have to obtain a Doctor's degree or give evidence of research work equivalent high standard within eight year of his appointment failing which he will not be able to earn future increment until he fulfils these requirements.

College lecturers:

- (a) An M.Phil degree or a recognise degree beyond the Master's level or published work indicating the capacity of a candidate for independent research work: and
- (b) Good academic record with at least a candidate (0 in the seven point scale) Master's degree in education and also Master's degree in relevant subject (10+2 level) from an Indian university or equivalent degree from foreign University.

Provided that if the selection committee is of the view that the research work of a candidate as evidence either from his thesis or from his published work is of a very high standard, it may relax any of the qualification prescribed in (b) above.

Provided truth for that that is a candidate processing the qualifications as at (a) above is not available or not considered suitable the college on the recommendation of the selection committee may appoint a person processing a good academic record on the condition that he will have to obtain an M. Phil degree aur a recognised degree beyond that Master's level with in 8 year of his appointment, failing which he will not be able to earn future increments till he obtains that degree or gives evidence of equivalent published work of high standard.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Explanation:

Four determining “good academic record “the following criteria shall be adopted:

University lecturers:

- (i) A candidate holding a P.hD degree should possess at least a second class Master’s degree. or
- (ii) candidate without a PhD degree should possess a high second class Master’s degree and second in the Bachelor’s degree; or
- (iii) A candidate not possessing P.hD degree but processing second class Master’s degree should have obtained first class the Bachelor’s degree.

College lecturers:

- (i) A candidate holding an M.phil degree or recognised degree beyond the Master’s level should possess atleast a second class Master’s degree, or
 - (ii) A candidate not holding an M.phil degree or a recognised degree beyond the Master’s level should possess a high second class Master’s degree and a second class in first degree (B.A/B. Sc./B Com) examination; or
 - (iii) A candidate not holding an M.phil or a recognised degree beyond a Master’s level, but possessing a second class Master’s degree should have obtained a first class in the first degree (B.A/B.Sc./B Com) examination.
2. Person having second marks more than the midpoint of the prescribed minimum marks for passing an examination in the second division and the prescribed minimum marks for passing an examination in the first division by a University shall we deemed to have passed that examination in the High second class.

Schedule -III

(See Regulation-2)

Minimum qualifications prescribed for appointment to the post of lecturers in Journalism and Mass communication in Universities.

Lecturers:

- (i) Good academic record with atleast second class Master’s degree in the subject (Mass communication/Communication/Journalism, etc.) from an Indian University or an equivalent degree from a foreign university*.

Or

Atleast second class (0 in the seven pay scale) Master’s degree in Social Sciences/Humanities with atleast a second class Bachelor’s degree or Diploma in Journalism from recognised Indian University/Post graduate diploma from a recognised national institute.

Desirable:

- (i) Teaching experience at college or University level.
- (ii) Work experience in any area of Mass communication (Newspaper/Magazine, News Agency, public Relations, Advertising, Radio or Telephone/ Journalism etc).

There specialises are to be required, Master’s degree in Agricultural Journalism, Creative working, Extension Family planning communication, public Health communication, Public Relation, Speech Communication (but not straight Anthropology, Psychology, Sociology etc)

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

May be not entertained.

Explanation:

For determining “good Academic record” the following criteria shall be adopted.

- (i) A candidate holding a Ph.D degree should possess atleast a second class Master’s degree; or
- (ii) A candidate without a Ph.D degree should possess a high second class Master’s degree and second class in the Bachelor’s degree; or
- (iii) A candidate not possessing Ph.D degree but processing second class Master’s degree should have obtained first class in the Bachelor’s degree.

Minimum qualifications prescribed for appointment to the post of lecturers in the faculties of Music and Fine Arts.

University and College lecturers:

- (a) Good academic record with at least second class (0 in the seven point scale) Master’s degree in a relevant subject or equivalent degree or diploma recognised by the University; and
- (b) Two years research or professional experience or evidence of creative work and achievement in his field of specifications or combined research and professional experience of three years in the field as an artist of outstanding talent.

OR

A traditional or a professional artist with highly commendable professional achievement in the subject concerned.

Explanation:

For determining “good academic record” the following criteria shall be adopted:

- (i) A candidate holding a Ph.D degree should possess at least a second class Master’s degree; or
- (ii) A candidate without a Ph.D degree should have a high second class Master’s degree and second class in Bachelor’s degree; or
- (iii) A candidate not possessing Ph.D degree but possessing second class Master’s degree should have obtained first class in Bachelor’s degree.

Schedule-VI

(See Regulation-2)

Minimum qualifications prescribed for appointment to the post of lecturers in physical education and sports.

University lecturers:

- (a) An M.phil degree or a recognised degree beyond Master’s level or published work indicating the capacity of the candidate for independent/research work; and
- (b) Good academic record with atleast second class (0 in the seven point scale) Master’s degree in physical education from an Indian University or an equivalent degree from a foreign university.

Desirable:

- (i) A Doctor’s degree in a relevant subject or research work of an equally high standard.
- (ii) One year Degree/Diploma in Yoga/Game/Sports.
- (iii) University/State level participation in Yoga/Game/Sports.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Note: Person competent to teach vocation oriented course should be entrusted with this responsibility.

Provided that if the selection committee is of the view that research work of a candidate as evident either from his thesis or from his published work is of very high standard, it may relax any qualifications prescribed in (b) above.

Provided further that if a lecturer in a discipline other than physical education is required to be appointed in the faculty of physical education, the qualifications prescribed for recruitment to the post of lecturers in the parent discipline may be insisted upon.

Provided that for a lecturer teaching yoga a degree or diploma from recognised institutions will be essential.

Provided further that if a candidate possessing an M.phil degree or equivalent research work is not available or is not considered suitable a person possessing a good academic record may be appointed provided he has done research work for at least one year or has practical experience in research laboratory/organisation on the condition that he will have to obtain M.phil degree or recognised degree beyond Master's degree or give evidence of research work of equivalent high standard within a period of eight years to earn future. Within eight years of his appointment failing which he will not be able to earn increments until he fulfils those requirements.

College lecturers:

- (a) An M.phil or a recognised degree beyond Master's level or published work indicating the capacity of the candidate for independent research work; and
- (b) Good academic record with at least second class (0 in the seven point scale) Master's degree in physical education from an Indian University or an equivalent degree from a foreign university.

Desirable:

- (i) One year Degree/Diploma in Yoga/Game/Sports from a recognised institution.
- (ii) University/State level participation in Yoga/Game/Sports.

Note: person competent to teach vocation oriented course should be entrusted with this responsibility.

Provided that if the selection committee is of the view that the research work of a candidate as evident either from his thesis or from his published work is of very high standard, it may relax any of qualifications prescribed in (b) above.

Provided further that if a lecturer in discipline other than physical education, the qualifications prescribed for recruitment to the post of lecturer in the parent discipline may be insisted upon. Provided that for a lecturer teaching yoga a degree or Diploma from a recognised university will be essential.

Provided also that if a candidate possessing qualifications as at (a) above, is not available or is not considered suitable, the college on the recommendation of the selection committee may appoint a person possessing a good academic record on the condition that he will have to obtain an M.phil degree or recognised degree beyond the Master's degree within eight years of his appointment failing which he will not be able to earn future increments till he obtains that degree or give evidence of equivalent published work of high standard.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Explanation:

For determining “good academic record” the following criteria shall be adopted.

University lecturers:

- (i) A candidate holding a Ph.D degree should possess at least a second class Master’s degree; or
- (ii) A candidate without a Ph.D degree should possess a high second class Master’s degree and second class in the Bachelor’s degree; or
- (iii) A candidate not possessing Ph.D degree but possessing second class Master’s degree should have obtained first class in the Bachelor’s degree.

College lecturers:

- (i) A candidate holding a M.phil degree or recognised degree beyond the Master’s level should possess at least a second class Master’s degree; or
- (ii) A candidate not holding an M.phil degree or recognised degree beyond the Master’s level should process high second class Master’s degree and a second class in first degree (B.A/B. Sc./B.Com) examination.
- (2) Person having secured marks more than the midpoint of prescribed minimum marks for passing an examination in the second division and the prescribed minimum marks for passing an examination in the first division by a University shall be deemed to having passed that examination in the high second class.

Schedule-VI

(See Regulation-2)

(As notified in the Gazette of India, Vide Notification No.

Minimum qualifications prescribed for appointment to the post lecturers in English.

University lecturers:

- (a) A Doctor’s degree or research work of an equally high standard; and
- (b) Good Academic record with at least second class (0 in the seven point scale) Master’s degree in a relevant subject from an Indian University or an equivalent degree from a foreign university.

Having regard to the need for developing interdisciplinary programs, the degree in (a) and (b) above may be in relevant subjects.

Desirable:

Postgraduate diploma in teaching or English/ English studies awarded by the Central Institute of English and Foreign Language, Hyderabad.

View that if the selection committee is of the view that the research work of a candidate as evident either from his thesis or from his published work is of a very high standard it may relax any of qualifications prescribed in (b) above.

Provided further that if a candidate processing a Doctor’s degree or equivalent research work is not available or is not considered suitable a person possessing a good academic record (weightage being given to M.phil or equivalent degree or research work of quality may be appointed provided he has done research work for at least two years on the condition that he will have to obtain a Doctor’s degree or given evidence or his appointment failing which he will not be able to earn future increments until he fulfils these requirements.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

College lecturers:

- (a) An M.phil degree or recognised degree or diploma in the teaching of English/English studies beyond the Master's level or published work indicating the capacity of a candidate for independent research work; and
- (b) Good academic record with at least second class (0 in the seven point scale) Master's degree from an Indian University or equivalent degree from a foreign university.

Desirable:

Postgraduate diploma in teaching of English/English studies awarded by the Central Institute of English and Foreign Language, Hyderabad.

Provided that if the selection committee is of the view that the research work of a candidate as evident either from his thesis or from published work is of a very high standard it may relax of the qualifications prescribed in (b) above.

Provided further that if a candidate processing the qualifications as at (a) above is not available or not considered suitable the college on the recommendation of the selection committee may appoint a person possessing a Good academic record on the condition that he will have to obtain an M. Phil degree or a recognised degree or diploma in the teaching of English/English studies beyond the Master's level within eight years of his appointment failing which he will not be able to earn future increments till he obtains that degree or given evidence of equivalent published work of high standard.

Explanation:

For determining "good academic record" the following criteria shall be adopted.

University lecturers:

- (i) A candidate holding a Ph.D degree should possess at least a second class Master's degree; or
- (ii) A candidate without a Ph.D degree should possess a high second class Master's degree and second class in the Bachelor's degree; or
- (iii) A candidate not possessing Ph.D degree but possessing second class Master's degree should have obtained first class in the Bachelor's degree.

College lecturers:

- (i) A candidate holding an M.phil degree or a recognised degree beyond the Master's level should possess at least a second class Master's degree; or
 - (ii) A candidate not holding an M.phil degree or a recognised degree beyond the Master's level should possess a high second class Master's degree and a class in first degree (B.A/B.Sc./B.Com) or
 - (iii) A candidate not holding an M.phil degree or recognised degree beyond the Master's level but possessing a second class Master's degree should have obtained a first class in the first degree (B.A/B.Sc./B.Com) examination.
- (2) Person having secured marks more than the midpoint of the prescribed minimum marks for passing an examination in the second division and the prescribed minimum marks for passing an examination in the first division by a University shall be deemed to have passed that examination in the high second class.

Minimum qualifications prescribed for appointment to the post of lecturers in Foreign Language.

University lecturers:

- (a) A Doctor's degree or research work of an equally high standard; and
- (b) Good academic record with at least second class (0 in the seven point scale) Master's degree from an Indian University or an equivalent degree from a Foreign University.

Provided that if the selection committee is of the view that the research work of a candidate as evident either from his thesis or from his published work is of very high standard it may relax any of qualifications prescribed in (b) above.

Provided further that if a candidate possessing a Doctor's not considered suitable person possessing a good academic record may be appointed provided he has done one years past M.A degree course in the teaching of Foreign language concerned from a University on the condition that he will have to obtain a Doctor's degree or give evidence of research work of equivalent high standard within eight years of his appointment falling which he will not be able to earn future increments until he fulfils those requirements.

College lecturers:

- (a) An M.phil degree or recognised degree/diploma of one year duration in the teaching of the language concerned beyond the Master's level or published work indicating the capacity of a candidate for independent research work; and
- (b) Good academic record with at least second class (0 in the seven point scale) Master's degree from an Indian University or equivalent degree from a foreign university.

Provided that if the selection committee is of the view that the research work of a candidate as evident either from his thesis or his published work is of a very high standard, it may relax any of the qualifications prescribed in (b) above.

Provided further that if a candidate possessing the qualifications as at (a) above is not available or not considered suitable the college on the recommendation of the selection committee may appoint a person possessing a good academic record on the condition that he will have to obtain the M.phil degree or a recognised degree/diploma of one year duration beyond the Master's level within eight years of his appointment falling which he will not able to earn future increments till he obtains that degree or give evidence of equivalent published work of high standard.

Explanation:

For determining "good academic record" the following criteria shall be adopted.

University lecturers:

- (i) A candidate holding an M.phil degree or a recognised degree beyond the Master's level should possess a second high class Master's degree; or
- (ii) A candidate not holding an M.phil or recognised degree beyond the Master's level should possess a high second class Master's degree and a second class in first degree (B.A/B.Sc/B.Com) examination; or
- (iii) A candidate not holding an M.phil or a recognised degree beyond the Master's level, but possessing a second class Master's degree should have obtained a first class in the first degree (B.A/B.Sc/B.Com) examination.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (2) Person having secured marks more than the midpoint of the prescribed minimum marks for passing an examination in the second division and the prescribed minimum marks for passing an examination in the first division by a University shall be deemed to have passed that examination in the high second class.

Schedule-IX

(See Regulation-2)

Minimum qualifications for lecturers in the Department/ Faculties of Management studies.

Lecturers:

A Master's degree in Business Administration or M.Tech. in Engineering with first class with the provision that the incumbent would acquire a doctorate degree within a period of eight years.

In the case of allied subject like Industrial Psychology Personal , Management, Business Statistics, costs Accountancy etc. where lecturers are required to be recruited with qualifications other than M.B.A. or M.Tech., the minimum qualifications shall be the same as prescribed under Schedule -I for in Faculties or Arts, Social Sciences including Commerce and Sciences.

Schedule-X

(See Regulation-2)

Minimum qualifications for appointment to the posts of lecturers in Departments/Faculties in Law in the Universities and Colleges

L.L.M. Degree with Good Academic Record.

Note: These qualifications may not be interested upon where a University appoints practising advocate as part-time lecturers.

Explanation:

- (i) A candidate holding a Ph.D degree should possess at least second class Master's degree; or
- (ii) A candidate without a Ph.D degree should possess a High second class Master's degree and second class in the Bachelor's degree; or
- (iii) A candidate not possessing Ph.D degree but possessing second class Master's degree should have obtained first class in the Bachelor's degree.

University Grants Commission
(Qualifications required of a person to be appointed to the teaching staff
of the University and institutions affiliated to it) Regulations, 1991.

19th Sept. 1991.

NOTIFICATION

In exercise of the powers conferred by clause (e) of subsection (1) of Section 26 read with Section 14 of University Grants Commission Act, 1956 (3 of 1956), and in supersession of the Regulations issued under University Grants Commission letter No.F.193/74 (CPP) Part (v) dated 13th June, 1983 and Notifications No. 193/74(CP) dated 19th February, 1985 and 26th November, 1985, the University Grants Commission hereby makes the following regulations, namely:.,

1. *Short Title, application and commencement:*

- i. These regulations may be called the University Grants Commission (Qualifications required of a person to be appointed to the teaching staff of the University and institutions affiliated to it) Regulations, 1991.
- ii. They shall apply to every University established or incorporated by or under a central Act, Provincial Act or a State Act, every institution including a constituent or an affiliated college recognised by the Commission, in consultation with the University concerned under Clause (f) of Section 2 of the University Grants Commission Act, 1956 and every institutions deemed to be a University under Section 3 of the said Act.
- iii. They shall come into force with immediate effect.

2. *Qualifications:*

No person shall be appointed to a teaching post in university or in any of institutions including constituent or affiliated colleges recognised under clause (f) of Section 2 of the University Grants Commission Act, 1956 or in an institution deemed to be a University under Section 3 of the said Act in a subject if he does not fulfil the requirements as to the qualifications for the appropriate subjects as provided in the Schedule 1. Provided that any relaxation in the prescribed qualifications can only be made by a University in regard to the posts under it or any of the institutions including constituent or affiliated colleges recognised under clause (f) of Section 2 of the aforesaid Act or by an institution deemed to be a university under Section 3 of the said Act with the prior approval of the University Grants Commission.

Provided further that these regulations shall not be applicable to such cases where selections through duly constituted selection committees for making appointments to the teaching posts have been made prior to the enforcement of these regulations.

3. *Consequences of failure of Universities to comply with recommendations of the Commission; as per provisions of Section 14 of the University Grants Commission Act, 1956:*

If any University Grants affiliation in respect of any course of study to any college referred to in subsection (5) of Section 12A in contravention of the provisions of that sub section of fails within a reasonable time to comply with any recommendations made by the Commission under Section 12 or Section 13, or contravenes the provisions of any rule made under clause (f) of clause (c) of subsection (2) of Section 25 or of any regulations made under clause (c) or clause (f) or clause (g) of section 26, the Commission after taking into consideration the clause, if any, shown by the University for such failure or contravention, may withhold from the University, the grants proposed to be made out of the Fund of the Commission.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Sd/- (Y.N. Chaturvedi)
Secretary

To

The Manager,
Govt. of India Press,
Faridabad.

University Grants Commission
(qualifications required of a person to be appointed to the teaching staff
of a university and institutions affiliated to it) Regulations, 1995.

21 June, 1995.

NOTIFICATION

In exercise of powers conferred by clause (o) of sub- section (1) of Section 26 of the University Grants Commission Act, 1956 (3 of 1956), and in partial modification of the Regulations issued under notification No.F.1-11/37 (CPP) dated 19th September, 1991, the University Grants Commission hereby makes the following Regulations further to amend the University Grants Commission (qualifications required of a person to be appointed to the teaching staff of a university and institutions affiliated to it) Regulation, 1991, namely :-

- (1) Those Regulations may be called the University Grants Commission (qualifications required of a person to be appointed to the teaching staff of a university and institutions affiliated to it) Regulations, 1995.
- (2) They shall come into force with immediate effect.
- (3) In the University Grants Commission (qualifications required of a person to be appointed to the teaching staff of a University and Institutions affiliated to it) Regulations 1991, in Schedule I, Item (3) A after the words.

Candidates besides fulfilling the above qualifications should have cleared the eligibility test for lecturers conducted by UGC, CSIR or similar test accredited by the UGC,

Wherever they occur, the following proviso shall be added.

Provided that candidates who have submitted Ph.D thesis or passed the M.Phil examination by 31st December, 1993 are exempted from the eligibility test for lecturers conducted by UGC, CSIR or similar test accredited by the UGC.

University Grants Commission

(qualifications required of a person to be appointed to the post of Assistant Director, Deputy Director and Director of Physical Education & Sports in universities, Deemed to be Universities, Colleges and Institutions affiliated to it) Regulations, 1995.

No.F.1-10/(89(CPP/PS)

Dated:- 19/10/95

Notification

In exercise of the powers conferred by clause (e) of sub-section (1) of section 25 read with section 14 of University Grants Commission Act, 1956 (3 of 1955), and in superannuation of the Government of India Notification No.F.2-1/82.U.I dated 15th December, 1983, the University Grants Commission hereby makes the following Regulations namely:-

1. Short title application and Commencement:

- (i) These Regulations may be called the University Grants Commission (qualifications required of a person to be appointed to the post of Assistant Director, Deputy Director and Director of Physical Education & Sports in universities, Deemed to be Universities, Colleges and Institutions affiliated to it) Regulations, 1995.
- (ii) They shall apply to every University established or incorporated by under Central Act, Provisional Act or a State Act, every institution including a constituent or an affiliated college recognised by the Commission, in consultation with the University concerned under clause (f) of Section 2 of the UGC Act, 1956 and every institution deemed to be University under section 3 of the said Act.
- (iii) They shall come into force with immediate effect.

2. Qualifications:

No person shall be appointed to the post of Assistant Director, Deputy Director and Director of Physical Education & Sports in Universities, Deemed to be Universities/ Colleges in any of institutions including constituent or affiliated colleges recognised under clause (f) of Section 2 of the UGC Act, 1956 or in an institution Deemed to a University under Section 3 of the said Act in the subject if he does not fulfil the requirement as to the Qualifications for the post of Asstt. Director, Deputy Director and Director of Physical education & Sports as provide in the Schedule-I.

Provided that any relaxation in the prescribed qualifications can only made by a University in regard to the Post of under it or any of the institution including constituent or affiliated colleges recognised under clause (f) of Section 2 of the aforesaid Act or by an institution Deemed to be university under section 3 of the said Act with the prior approval of the UGC.

Provided further that these regulation shall not be applicable to such cases where calculating through duly constituted selection committee for making applicant to the post of Asstt. Director, Deputy Director and Director of Physical Education & Sports in Universities Deemed to be Universities, college have been mad prior to the enforcement of these regulations.

3. Consequences of failure of Universities to comply with recommendations of the Commission; as per provisions of Section 14 of the UGC Act, 1956:

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

If any University Grants affiliation in respect of any course of study to any college referred to in sub-Section (5) of Section 13-A in contravention of the provision of that sub-Section or fails within three years to comply with any recommendation made by the Commission under Section 13, or contravention the provisions of any rule made under clause (f) or clause (c) of sub-section (2) or section 25 or of any regulation made under clause (c) or clause (f) or clause (g) of section 26, the Commission after taking into consideration the cause, if any shown by the University for such failure or contravention may without from the University the grants to be made out of the fund of the Commission.

Minimum qualifications required for the appointment for the posts of Assistant Director, Deputy Director and Director of Physical Education & Sports in Universities/Colleges.

Designations, Qualifications and Pay Scales:

- (a) University Assistant Director of Physical Education and Sports/College DPEs (Lecturer Scale) (Rs. 2200-75-2800-100-4000).
 - (i) Master's Degree in Physical Education (2 years course)
Master's Degree in Sports (2 years course) of NS, Nis, Patiala with at least 55% marks or its equivalent grade plus a consistently good academic record.
 - (ii) Records of having represented the University/College at the Inter University/Inter Collegiate competitions or the State in National championships.
 - (iii) Qualifying at the National Test conducted for the purpose by the UGC or any other agency approved by the UGC.
- (b) University Assistant DPEs/College DPEs (Senior Scales) (Rs. 3000-100-3500-125-5000)
 - (i) Should have completed eight years of service as an University Assistant DPEs/College DPEs.
 - (ii) Pass the Physical Fitness Test.
 - (iii) Consistently good appraisal reports.
 - (iv) Should have attended at least two refresher/orientation courses of about three-four weeks duration each with proper and well defined evaluation procedure.
- (c) University Assistant DPEs/College DPEs (Selection Grade) (Rs. 3700-125-4950-150-5700)
 - (i) Completed eight years of service as an University Assistant DPEs/College DPEs in the Senior Scale provided the requirements of 8 years will be relaxed if the total service of the university. Assistant DPEs/College DPEs is not less than 16 years.
 - (ii) Has attended at least two refresher/orientation courses of about three four weeks duration with proper and well defined evaluation procedure after his placement in the scale of Rs. 3000-5000.
 - (iii) Shown evidence of having produced good teams/athletes and of having organised and conducted coaching camps of at least two weeks duration.
 - (iv) Passed the Physical Fitness Test.
 - (v) Consistently good appraisal repots.
- (d) University Deputy DPES/College DPES (Reader's Scale) (Rs.3700-125-4950-150-57000) (Direct Entry).
 - (i) Ph.D in Physical Education candidates from outside the University system in addition shall also possess at least 55% marks or an equivale grade at the Master's Degree level.
 - (ii) Eight years experience as an University Assistant DPES/College DPES.
 - (iii) Evidence of organising competitions and conducting coaching camps of at least two weeks duration.
 - (iv) Evidence of having produced good performance teams/athletes for competitions like State/National/Inter University/Combined University etc.
 - (v) Passed the Physical Fitness Test.
 - (vi) Consistently good appraisal reports.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

(e) University DPES (Rs. 4500-150-5700-200-7300)

- (i) Ph.d in Physical Education.
- (ii) Experience of at least eight years as University Deputy or 12 years as University Assistant DPES/College DPES (Selection Grade)
- (iii) Participation in at least two National/International Seminars/Conferences.
- (iv) Consistently good appraisal reports.
- (v) Evidence of organising competitions and conducting coaching camps of at least two weeks duration.
- (vi) Evidence of having produced good performance teams/athletes for competitions like State/National/Inter University/Combined University etc.
- (vii) Passed the Physical Fitness Test.

(f) Other Related Issues

(i) Promotion to Selection Grade

Promotion to the Selection grade will be through a process of selection committee to be set up by the University. The committee should include at least two outside experts in Physical Education and Sports, not connected with the University or its college.

(ii) Incentive for M.phil and Ph.D

“Candidates who at the time of their recruitment as Assistant Director of Physical Education in Universities and Directors. Instructors of Physical Education in Colleges, M.phil or Ph.D degree in my be will be sanctioned one and three advance increments respectively in the scale of Rs.2200-4000 along with the benefit of corresponding years of service for the courses of promotion. The without research degree and those similarly situate required in future will be eligible for a similar benefit in service for the courses of promotion and when they

(iii) Orientation Programmes

- (a) The details of the orientation programme will be those as formulated by the committee 9Annexure-I) However the course should be reviewed continuously and modified form time to time to meet the requirements.
- (b) The orientation/refresher programmes for the Directors of Physical Education is to be conducted by LNCPE, Gwalior and Aligappa University, In addition to these two institutions, the UGC may also consider identifying a few more institutions Annexure-II region wise to ensure further (about 5000) participation of University/ College DPE personnel in these programmes.

(iv) National test

National Test be conduct by the UGC or any other agency approved by the UGC for selection of the University Assistant Directors, physical Education/College DPEs in Lecturer’s scale as per the guidelines given in Annexure-III

(v) Physical Fitness Test

The modal guidelines including the norms for Physical Fitness Test in respect of the DPE personnel are as Annexure-III for the guidance of the Universities.

Courses of Study for Refresher Courses Duration of “Five” weeks

Course No.1 (For Senior Scale)

Cluster of Subjects to be offered in First Course

1. Physical Fitness
2. Rules of Games and Sports
3. Philosophical, Psychological and Social Concept of Physical Education and Sports (Principles).
4. Organisation and Administration of Intramural and Mass Sports programmes.
5. Recent Trends-national, International policies on Education and Physical Education and Sports.

Practical

1. Practical participation in Sports/Physical fitness programme
2. Officiating and coaching
3. Test and Measurements

Field Projects

1. The training should attend one National tournament and Athletic met of National level and prepare a critical report any time before each assessment becomes due.

Evaluation

Each paper (including practical) will carry 50 marks and the questions will be in the form of objective or short answer types.

Course No.2 (For Selection Scale)

1. Measurement and Evaluation and Statistics.
2. Rules of Games and Sports.
3. Scientific Methods of Training and Coaching.
4. Curriculum Development related to college and University levels.
5. Bio-mechanics of sports Techniques.

Practical

1. Practical participation in Sports/Physical fitness programme
2. Officiating and coaching
3. Test and Measurements

Field Projects

1. The training should attend one National tournament and Athletic met of National level and prepare a critical report any time before each assessment becomes due.

Evaluation

Each paper (including practical) will carry 50 marks and the questions will be in the form of objective or short answer types.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Course No.3 (For Professor Scale)

I. Compulsory

1. Exercise Physiology and Sports Medicine
2. Rules of Games and Sports

II. Optional (Any two of the following)

1. Design and Construction of Physical Education and Sports Facilities.
2. Recent trends in Physical Education & sports (Planning and Management of Sports facilities, sponsorship, sports Management, use of computers in sports organisation of sports tournament etc.)
3. Introduction of computer application in Physical Education/Sports.

Practical

4. Practical participation in Sports/Physical fitness programme
5. Officiating and coaching
6. Test and Measurements

Field Projects

2. The training should attend one National tournament and Athletic meet of National level and prepare a critical report any time before each assessment becomes due.

Evaluation

Each paper (including practical) will carry 50 marks and the questions will be in the form of objective or short answer types.

1. Physical Fitness

1. Defining meaning importance and component of physical fitness.
2. Physical systems associated with Physical fitness.
3. Methods of Physical fitness development.
 - i.) Continuous running method
 - ii.) Interval running method
 - iii.) Circuit training method
 - iv.) Weight training
 - v.) Acceleration runs and pace races.
 - vi.) Exercises for development of flexibility and coordinative abilities.
4. Test and Measurement
 - i.) General Physical fitness tests.
 - ii.) Specific fitness tests.

2. Philosophical, Psychological and Social concept of Physical Education and Sports

Philosophical

- Concepts of Philosophies
- Major concerns of Philosophy
- Implication of Philosophy in Physical Education
- Development of Philosophical point of view
- Principles derived from Philosophy.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Psychological

- Concepts of Philosophies
- Sources Psychological
- Learning process
- Types of Learning
- Laws and Theories of Learning
- Learning Curve
- Factors promoting Motor Learning
- Principals derived from Psychology.

Sociological

- Concept of Sociology
- The Nature of Man
- Social Institutions and their influence on human behaviour
- Games and Sports as man cultural heritage
- Development of Social Unity
- Principals derived from Sociology.

Reference

1. Bucher, Charles A. foundation of Physical Education, St. Louis. The D.V. Mosby com. 1968 Dollar 9.50
2. Nation Eugence E. and Conzens W. An Introduction to Physical Education. Philadelphia, London: W.B. Saunders. Co. 1969 Dollar 7.00.
3. Oberdorfer, Delbert: Physical Education, New York, Harper and Brothers Publishers, 1870, Dollar 5.95
4. Williams Feiring: The Principals of Physical Education.
3. Organisation and Administration of Intramurals and Mass sports Programmes
 1. Meaning, objectives, and purpose of intramurals
 2. General policies and guidelines for organisation and administration – Administration personnel.
 3. Organisation- Activities scheduling, Awards and point system.
 4. Units and types of tournament.
 5. Co- education intramurals- planning and selection organisation and Administration guidelines.
 6. Meaning and significance of mass-sports programmes.
 7. Categories of mass-sports competitive, non-competitive and
 8. Organisation and Administration of mass-sports programmes.

References

1. Daughtery and woods-Physical Education and intermural programmes.
2. Chaires Bucher- Administration of Physical Education and Athletic programmes.
3. Two experiences progressors- organisation, Administration and Recreation in Physical Education.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

4. Clayne Jensen- Administrative Management of Physical Education and Athletic programmes.
4. Recent Trends-National and International Policy on Education and Physical Education and Sports.
 1. National Education Policy and its impact on Physical Education.
 2. National sports Policy.
 3. UNESCO charter on Physical Education and Sports.
 4. Changing concept in Physical Education.
 5. Olympism
 6. Professionalism and Sports
 7. Children and competitive Sport
 8. Women and Sport

References

1. Government of India National Policy on Education
2. Government of India National Policy on sports
3. UNESCO charter on Physical Education & Sports.
4. News papers and Journals.
5. Measurement, Evaluation and Statistics
 1. Introduction
Concept of Measurement and Evaluation, need and Importance of Measurement and Evaluation.
 2. Test Evaluation
Criteria of Test Selection, steps in constructing skill
 3. Suggestion for Administering Tests.
 4. Tests of Physical fitness, Motor fitness, Cardiorespiratory endurance and skill.

Statistics

1. Need and Importance of Statistics.
2. Measures of Central Tendency
 - Calculating of Mean, Median and Mode
3. Measures of Variability
 - Computation of Standard Deviation
4. Correlation
 - Computation of product-moment, Correlation from groups and ungrouped data.

References

1. Application of Measurement in Health and Physical Education by Clarke: H. Harrison Clarke.
2. Measurement in Physical Education , By Donald D. Mathew.
3. Measurement and Evaluation in Physical Education By Phillips and Hornal.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

4. Research processes in Physical Education, Recreation and Health By David Clarke and Harrison Clarke.
5. Fundamental Statistics in Psychology and Education By J.P. Guilford.
6. Scientific Methods of Training and Coaching
 1. Sports Training-Aim, Tests, Characteristics and Principals of sports Training.
 2. Training load- Inner and Outer Loads important features university Density. Duration and Frequency, Relationship between load and adaptation, condition of adaptation.
 3. Training means for the development of strength, speed, endurance, flexibility and Co-ordinative abilities.
 4. Training plans- long term development plans, Olympic plan, Annual plan, Sectional Plan and day plans, periodisation Cyclic process of training.
 5. Diet for sportsmen, specific diet before competition.
7. Curriculum Development at Colleges and University Levels
 1. Meaning and Principles of Curriculum Development.
 2. Elements and steps in Curriculum construction.
 3. Organisation and Administration of Physical Education in Higher Education Department, School and Colleges.
 4. Faculty and Staff.
 5. Growth, development, needs and interests of college and University students.
 6. Basic instruction programme instruction.
 7. Co-education curricula.
 8. Administrative policies.

References

1. Cowell and Hazelto-Curriculum designs in Physical Education.
2. Daughtry and Woods- Physical Education and Internal Programme, organisation and Admn.
3. Bucher – Foundation of Physical Education.
8. Biomechanics of Sports Techniques
Biomechanics: Meaning and scope in Physical Education Basic Concepts
 - Forms of Motion
 - Linear Kinematics
 - Angular Kinematics
 - Linear Kinetic
 - Angular Kinetics
 - Fluid Mechanics: Air Resistance and Water Resistance.Techniques of Biomechanics:
 - Photography-still and Motion pictures
 - Electromyography
 - Dynamometry
 - Computer simulation

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- Biomechanical Analysis of Sports techniques
- Tracks and field, Gymnastics
- Hockey, Football, Volleyball
- Swimming

References

1. James G. Hay, the Biomechanics of Sports Techniques
2. Simonian, Fundamentals of Sports Biomechanics
3. John W. Bunn, Scientific Principles of Coaching.

9. Exercise Physiology and Sports Medicine

Exercise Physiology

- Meaning, Concept and importance in Physical Education
- Skeletal Muscle, Structure and function
- Circulatory system, composition and function
- Respiratory system, composition and function
- Metabolism- Anaerobic and Aerobic changes
- Exercise and training -effects on different system
- Nutrition and sports performance

Sports Medicine

- Concept of sports medicine
- Need and script of sports medicine in Physical Education
- Role of Sports medicine
- Prevention of Injuries- Principles
- Treatment of injuries
- Rehabilitation of Injuries

References

1. Fo and Matheu, Physiological of Physical Education and Athletics
2. More- house and Miller, Exercise Physiology
3. Marpovitch, Physiology of Muscular Activity
4. William J.F. sports medicine
5. More-house and Rash, sports medicine for trainer.

10. Design and Construction of Physical Education and Sports Facilities.

1. The significance of construction and maintenance of Physical Education and Sports Facilities.
2. Principals of planning and construction of sports facilities.
3. Construction and maintenance of Indoor and outdoor facilities
 - a) Construction and maintenance of outdoor facilities
 - b) Construction of Physical Education and sports facilities in an open space (Multipurpose use of open space)

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- c) Construction and maintenance of special sports grounds- Basketball, Hockey, Football, Volleyball, Badminton, Tracks and Cricket
- d) Construction of multipurpose Indoor halls.
- e) Construction and maintenance of Swimming pools and Gymnasium.

References

1. Administrative management of Physical Education and Athletic programmes By Glayne R. Jenson.
 2. Administration of Physical Education and Athletic programmes By Charles A. bucher.
 3. Administration of Physical Education for School and College by William L. Hughes, Esther French, Nelson G. Lahsten.
 4. Sports Building and playing fields by Richerd Sudeel and D. Tennu son watens.
 5. Construction and maintenance of sports facilities by Wilfried Ehrlet.
11. Psychology and Sociology of Sports.
1. Concept and importance of Sport Phychology.
 2. Personality Nature of personality trails Sportsman, Relationship of personality to sports performance.
 3. Motivation Role motivation in Sports, and Intrinsic motivation.
 4. Psychology of Competition- Psychological preparation for athletic excellence.
 5. Concept and importance of sport sociology.
 6. Sports a cultural product- influence of Social Institutions on involvement and success in sport, sport involvement and staff construction in a mass society.
 7. Sport group and organisations composition and structure of sport Groups, leadership in Sport Group, Sport organisation processes and performance.
 8. Importance social issues and sport. Sport and collective violence sport and social changes.

References

1. Aiderman R.B. Psychological Behaviour in sport Philadelphia London, Saunder company, 1974.
2. Cratty B.J. Psychology of cotemporary sports/Englewood cliffs N.J. Prentice Hall, Inc. 1976.
3. Cratty B.J., Psychological preparation and Athletic Excellence, Movement Publication Inc. New York, 1980
4. Loy, Mcpherson, Kenyon sport and social system Addison Wesky Publishing company, California 1978.
5. Loy, Mcpherson, Kenyon sport culture and society reader on the sociology of sport Lea and Gebiger, Philadelphia 1981.
6. Ball and Loy, sport and social Order. Addion-Wesley Publishing company mentor park, California, 1975

12. Introduction to Computer Science.

List of Suggested Centres for Conducting Courses

1. Lakshmibai National College Physical Education, Gwalior
2. Lakshmibai National College Physical Education, (South Centre), Trivandrum.
3. Punjab University, Chandigarh
4. Guru Nank Dev University, Amritsar.
5. Govt. College of Physical Education, Patiala.
6. Y.M.C.A. College of Physical Education, Madras.
7. H.V.P. Mandal College of Physical Education, Amravati.
8. Kalyani University, Kalyani.
9. University College of Physical Education, Bangalore.
10. University College of Physical Education, Mysore.
11. Allagappa University College of Physical Education, Karaikudi.
12. Annamalai University , Annamalai Nagar.
13. Kurukshetra University, Kurukshetra.
14. Maruthi College of Physical Education, Coimbatore.
15. Chandrashekar Agashe College of Physical Education, Pune.
16. B.P.C.A. College of Physical Education, Wadala, Bombay.
17. Deptt. Of Physical Education, BHU, Varanasi.
18. Deptt. Of Physical Education & Sports, University of Delhi, Delhi.
19. College of Sports, H.A. Hisar.
20. Deptt. Of Physical Education & Sports, Gujarat University, Ahmedabad.

However, the approval to conduct courses to the above Centres is granted initially for three years.

After developing norms and conditions, all the institute

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

National Tests For DPEs

National Test (both written and Physical fitness tests) conducted by the UGC or any other agency approved by the UGC for selection of University Assistant Director of PES/College DPES in the Lecturer Scale.

I. Written Test

Paper I: Common Paper

Paper II

(Suggested Subjects)

Physical fitness, training methods, Coaching Techniques, Tests and Measurements in PE & S. National/International competitions

Elementary statistics (measure of central tendency variability, normal distribution, standard and non -standard scales and formulation of norms).

III. Physical Fitness Tests

Physical fitness is the ability to carry out daily tasks with vigour and alertness, without under failing and with amole energy to enjoy leisure time pursuits and to meet unforeseen emergencies.

The committee on Revision of pay scale on Librarians and Director of physical education in Universities and colleges. Has states that the Directors of physical education should ‘be in point of condition not only when selected but also throughout his career. He should therefore undergo periodical fitness and stamina tests. Those who fail in these tests may have to forfeit their promotion prospects.

The three basic components of Physical Fitness are strength muscular endurance and cardio-respiratory endurance. The Physical Fitness test battery envisaged including the three basics components of Physical fitness. Floor push-ups (Men) Fleck arm hang (Women) to assess strength sit-ups (men and women) to assess muscular endurance and 12 minutes run/jog (men)/8 minutes run/jog (women) to assess cardiorespiratory endurance. A limited pilot study has been conducted with Physical Directors and MPES students and norms have been computed on a 10 point scale. Group testing can be done and points can be read off from the scoring table. Separate norms are given for men and women Minimum points for entrance for senior scale and for selection grade/university consideration the age factor.

Physical Fitness Test (Men)
Scoring Table

Points	Floor push-ups (straight dips) (Straight back)	Sit-ups (Bend knee continuous for one minute)	12 minute Run/ Jog in meters)	PTs
10	38	48	2800	10
9	34	44	2600	9
8	30	40	2400	8
7	26	36	2200	7
6	22	32	2000	6
5	18	28	1800	5
4	14	24	1600	4
3	10	20	1400	3
2	06	16	1200	2
1	2	12	1000	1

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Note: A minimum of 8 pts in each test or 27 in aggregate is prescribed at the entrance test a minimum of 7 pts in each test or 24 pts in aggregate before moving into the senior scale and minimum of 6 points in each test or 21 pts in aggregate before moving into the selection grade and for University DPEs in Readers scale.

Physical Fitness Test (Women)

Scoring Table

Points	I Flex arm hang (in seconds)	II Sit-ups (Bend knee continuous for one minute)	III 8 minute Run/Jog in meters)
10	55	28	1700
9	50	26	1600
8	45	24	1500
7	40	22	1400
6	35	20	1300
5	30	18	1200
4	25	16	1100
3	20	14	1000
2	15	12	900
1	10	10	800

Note: A minimum of 8 pts in each test or 27 in aggregate is prescribed at the entrance test a minimum of 7 pts in each test or 24 pts in aggregate before moving into the senior scale and minimum of 6 points in each test or 21 pts in aggregate before moving into the selection grade and for University DPEs in Readers scale.

University Grants Commission
(Qualifications Required for the Appointment to the Post of Assistant Director, Deputy Director and Director of Physical Education & Sports in Universities, Deemed to be Universities, Colleges and Institutions Affiliated to it) Regulations, 1999

F.1-40/89(PS)

September, 1999

NOTIFICATION

In exercise of the powers conferred by Clause (e) of the sub-section (1) of the Section 26 read with Section 14 of University Grants Commission Act, 1956 (3 of 1956), and in supersession of the UGC's Notification No. F.1-40/80 dated 19.10.95 & 27.10.97 the University Grants Commission hereby makes the following regulations namely:-

1. Short Title, application and Commencement

- (I) These Regulations may be called the University Grants Commission (Qualification required of a person to be appointed to the post of assistant Director, Deputy Director and Director of Physical Education & Sports in Universities, deemed to be Universities, Colleges and Institutions affiliated to it) Regulations, 1999.
- (II) The shall apply to every University established or incorporated by or under a Central Act, Provincial Act or a State Act, every institution including a constituent or an affiliated college recognized by the Commission, in consultation with the university concerned under Clause (i) of Section 2 of the UGC Act, 1956 and every institution deemed to be a University under Section 3 of the said Act.
- (III) These shall come into force with immediate effect.

2. Qualification:-

No person shall be appointed to the post of Assistant Director, Deputy Director and Director of physical Education & Sports in Universities, deemed to be Universities/Colleges or in any institution including constituent or affiliated colleges recognised under Clause (f) of Section 2 of the UGC Act, 1956 or in any institution deemed to be a university under Section 3 of the said Act if he/she does not fulfill the requirement as to the qualifications for the post of Assistant Director, Deputy Director and Director of Physical Education & Sports as provided in the Schedule-1.

Provided that any relaxation in the prescribed qualifications can only be made by a University in regard to the posts under it or any of the institutions including constituent or affiliated colleges recognised under Clause (f) of Section 2 of the aforesaid Act or by an institution deemed to be a university under Section 3 of the said Act with the approval of the U.G.C.

Provided further that these regulations shall not be applicable to such cases where selection through duly constituted selection committees for making appointment to the post of Assistant Director, Deputy Director and director of Physical Education & Sports in Universities, deemed to be universities, colleges have been made prior to the enforcement of these regulations.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

3. Consequences of failure of Universities to comply with recommendation of the Commission; as per provisions of Section 14 of the UGC Act, 1956:

If any University grants affiliation in respect of study to any college referred to in sub-Section (5) of Section 12-A in contravention of the provisions of that Sub-Section or fails to comply with any recommendation made by the Commission under Section 12 or Section 13, or contravenes the provision of any rule made under Clause (f) or Clause (g) of sub-Section (1) of Section 26, the Commission, after taking into consideration the cause, if any, shown by the university for such failure or contravention, may withhold from the University the grants proposed to be made out of the fund of the Commission.

(Dr.(Mrs.) Pankaj Mittal)

Deputy Secretary

To

The Assistant Controller

Publication Division

Government of India

Urban Development Ministry

Civil Lines

Delhi - 110054

University Grants Commission
(minimum qualifications required for the appointment and career
Advancement of teachers in Universities and institutions affiliated to it)
Regulations, 2000.

Dr. (Mrs.) Pankaj Mittal

D.O.N0. F3-1/2000(PS)

DEPUTY SECRETARY

GRAMS : UNIGRANTS

Phone No. 3232055

4th April, 2000

Sub : UGC Regulations on minimum qualifications for appointment and Career Advancement of Lecturers, Readers and Professors in the Universities and Colleges.

Dear Sir/Madam,

In supersession of UGC Regulation No.F.1-11/87 (CPP-11) dated 19th September, 1991 and Notification No. F.3-1/94 (PS) dated 24th December, 1998, the UGC had made the Regulations for minimum qualifications required for the appointment and career advancement of teachers in universities and institutions affiliated to it.

The Regulations have been sent to Assistant Controller (Commercial), Government of India, Department of Publication, (Urban Development and Employment) Civil Lines, Delhi, for publication in the Gazette of India.

The provision contained in the UGC Notification of 24th December, 1998 mentioning that it would be optional for the university to exempt Ph. D. degree holders from NET or to require NET in their case as a desirable or essential qualification for appointment as lecturer has been withdrawn. NET shall remain the compulsory requirement for appointment as Lecturer even for candidates having Ph. D. degree. However, the candidates who have completed M.Phil. degree or have submitted Ph. D. thesis in the concerned subject up to 31st December, 1993, are exempted from appearing in the NET examination.

The proviso in the Regulation, 1991 which reads as follows :-

Provided that any relaxation in the prescribed qualifications can only be made by a University in regard to the posts under it or any of the institutions including constituent or affiliated colleges recognised under clause C) of Section 2 of the aforesaid Act or by an institution deemed to be a university under Section 3 of the said Act with the prior approval of the University Grants Commission.

has been dropped and is replaced by the following proviso :-

Provided that any relaxation in the prescribed qualifications can only be made by the University Grants Commission in a particular subject in which NET is not being conducted or enough number of candidates are not available with NET qualifications for a specified period only. (this relaxation, if allowed, would be given based on sound justification and would apply to affected Universities for that particular subject for the specified period. No individual applications would be entertained.)

The Regulations issued by the UGC are mandatory in nature and all the universities are advised to strictly comply with them. It shall be necessary for the universities and the management of colleges to make the necessary changes in their statutes, ordinances, rules, regulations, etc. to incorporate these Regulations.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

A copy of the Regulations is enclosed for information and necessary action. It is requested that the contents of the above letter may be brought to the notice of the colleges affiliated to your university..
Receipt of this letter may please be acknowledged.

With regards,

Yours sincerely,

PANKAJ MITTAL

University Grants Commission
(minimum qualifications required for the appointment and career
Advancement of teachers in Universities and institutions affiliated to it)
Regulations, 2000.

No. F.3-1/2000(PS)

March, 2000

NOTIFICATION

In exercise of the powers conferred by clause (e) and (g) of sub-section (1) of Section 26 read with Section 14 of University Grants Commission Act, 1956 (3 of 1956), and in supersession of the Regulations issued under University Grants Commission letter No.F. 1-93/74 (CPP) Part (v) dated 13th June, 1983 and No.F. 1-11/87 (CPPII) dated 19th September, 1991 and Notification No. 1-93/74 (CP) dated 19th February, 1985, 26th November, 1985 and No.Fj-1/94 (PS) dated 24th December, 1998, the University Grants Commission hereby makes the following regulations, namely :-

1. Short Title, application and commencement

- (i) These regulations maybe called the University Grants Commission(minimum qualifications required for the appointment and career Advancement of teachers in Universities and institutions affiliated to it) Regulations, 2000.
- (ii) They shall apply to every university established or incorporated by or under a Central Act. Provincial Act or a State Act, every institution including a constituent or an affiliated college recognised by the Commission, in consultation. with the university concerned under Clause (f) of Section 2 of the University Grants Commission Act, 1956 and every institution deemed-to be a university under Section 3 of the said Act.
- (iii) They shall come into force with immediate effect.

2. Qualifications .

No person shall be appointed to a teaching post in university or in any of institutions including constituent or affiliated colleges recognised under clause (f) of Section 2 of the University Grants Commission Act, 1956 or in an institution deemed to be a university under Section 3 of the said Act in a subject if he/she does fulfil the requirements as to the qualifications for the appropriate subjects as provided in the Annexure.

Provided that any relaxation in the prescribed qualifications can only be made by the University Grants Commission in a particular subject in which NET is not being conducted or enough number of candidates are not available with NET qualifications for a specified period only. (This relaxation, if allowed, would be given based on sound justification and would apply to affected Universities for that particular subject for the specified period. No individual applications would be entertained.)

Provided further that these regulations shall not be applicable' to such cases where selections of the candidates having had the then requisite minimum qualification as were existing at that time through duly constituted Selection Committees for making appointments to the teaching posts have been made prior to the enforcement of these regulations.

3. Consequences of failure of universities to comply with recommendations of the Commission, as per provisions of Section 14 of the University Grants Commission Act, 1956:

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

if any university grants affiliation in respect of any course of study to any college referred to in sub-section (5) of Section 12-A in contravention of the provisions of that sub-section or fails within a reasonable time to comply with any recommendations made by the Commission under Section 12 or Section 13, or contravenes the provisions of any rule made under clause (f) or clause (g) of sub-section (2) of Section 25 or of any regulations made under clause (e) or clause (g) of sub-section (1) of Section 26, the Commission after taking into consideration the clause, if any, shown by the university for such failure or contravention, may withhold from the university the grants proposed to be made out of the Fund of the Commission.

(R.P.Gangurde)

Secretary

The Assistant Controller
Publication Division
Government of India,
Urban Development Ministry,
Civil Lines,
Delhi - 110054

Minimum qualifications for the post of Professors, Principals, Readers and lecturers in subjects other than Fine Arts, Management, Engineering and Technology in Universities or Colleges for appointment of persons through open advertisement and for their Career Advancement.

1.0.0 DIRECT RECRUITMENT

1.1.0 Principal (Professor's Grade)

1. A Master's Degree with at least 55% of the marks or its equivalent grade of B in the 7 point scale with latter grades O,A,B,C,D,E and F.
2. Ph. D. or equivalent published work.
3. Total experience of 15 years of teaching / Research in Universities / Colleges and other institutions of higher education

1.2.0 Principal (Reader's Grade)

1. A Master's Degree with at least 55% of the marks or its equivalent grade of B in the 7 point scale with latter grades O,A,B,C,D,E and F:
2. Ph. D. or equivalent published work
3. Total experience of 10 years of teaching / Research in Universities / Colleges and other institutions of higher education

1.3.0 HUMANITIES, SOCIAL SCIENCES, SCIENCES, COMMERCE, EDUCATION, PHYSICAL EDUCATION, FOREIGN LANGUAGES AND LAW.

1.3.1 Professor

An eminent scholar with published work of high quality, actively engaged in research, with 10 years of experience in postgraduate teaching, and/or experience in research at the University National Level institutions, including experience of guiding research at doctoral level.

OR

An outstanding scholar with established reputation who has made significant contribution to knowledge.

1.3.2 Reader

Good academic record with a doctoral degree or equivalent published work. In addition to these, candidates who join from outside the university system, shall also possess at least 55% of the marks or an equivalent grade of B in the 7 point scale with latter grades O,A,B,C,D,E and F at the Master's degree level.

Five years of experience of teaching and/or research excluding the period spent for obtaining the research degrees and has made some mark in the areas of scholarship as evidenced by quality of publications, contribution to educational innovation, design of new courses and curricula.

1.3.3 Lecturer

Good academic record with at least 55% of the marks or, an equivalent grade of B in the 7 point scale with

latter grades O, A, B, C, D, E and F at the Master's degree level, in the relevant subject from an Indian University, or, an equivalent degree from a foreign university.

Besides fulfilling the above qualifications, candidates should have cleared the eligibility test (NET) for lecturers conducted by the UGC, CSIR or similar test accredited by the UGC.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Note:- NET shall remain the compulsory requirement for appointment as Lecturer even •for candidates having Ph.D. degree. However, the candidate who have completed M.Phil. degree or have submitted. Ph.D. thesis in the concerned subject up to 31st December, 1993, are exempted from appearing in the NET examination.

1.4.O JOURNALISM AND MASS COMMUNICATION

1.4.1 Professor

An eminent scholar with published work of high quality actively engaged in research with ten years of experience in post graduate teaching and/or research at the university/ national level institution including experience of guiding research at doctoral level in Communication/Journalism.

1.4.2 Reader

Essential

1. P.I-I. degree in Communication/Mass Communication/Journalism from an Indian University or an equivalent degree from a foreign university.

OR

Published work of doctoral standard or media production work of excellence.

2. Good academic record with at least 55% marks (or an equivalent grade) at Master's level in the subject.
3. Eight years experience of teachers and/or research including up to three years for research degree and having made a mark in the area of scholarship as evidenced by quality of publications, contribution to education innovation, design of new courses and curricula.

OR

10 years full time work experience in any area of Mass Communication (News paper accredited with ABC, National News Agencies, radio or television, film media, reputed advertising agencies, Public Relation Officers of the Government, Public Sector Undertakings and established Industrial and Commercial Houses.)

1.4.3 Lecturer

Good academic record with at least 55% marks (or a equivalent grade) at Master's degree level or an equivalent qualification from an Indian or foreign university/recognised institution in Communication /Mass Communication/Journalism. Candidates, besides fulfilling the above qualification, should have cleared die eligibility test for lecturers conducted by UGC or similar test accredited by the UGC.

Note:- NET shall remain the compulsory requirement for appointment as Lecturer even for candidates having Ph.D. Degree. However, the candidate who have completed M.Phil. degree or have submitted Ph.D. thesis in the concerned subject up to 31st December, 1993, are exempted from appearing in the NET examination

Desirable

1. Ph.D. degree in Communication, Mass Communications/Journalism from an Indian university or an equivalent degree-from •a foreign university.
2. Two years full time teaching /research/experience in any area of Mass Communication (News papers accredited with ABC, National News Agencies, radio or television, film media, reputed advertising agencies, Public Relation officers of the Governments,

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Public Sector Undertaking and established Industrial and Commercial Houses).

1.5.O SOCIAL WORK

1.5.1 Professor

An eminent scholar with published work of high quality actively engaged in research with ten years experience in post-graduate teaching and/or research at the University/national level institution including experience of guiding research at doctoral level in Social Work.

1.5.2 Reader

Good academic record with a doctoral degree or equivalent published work. Evidence of being activity engaged in (1) research or (2) innovation in teaching method or (3) production of teaching materials. Possess at least 55% marks or an equivalent grade at Master's degree level.

About eight years experience of teaching and/or research provided that at least five of these years were as Lecturers or in an equivalent position.

OR

10 years of experience in field practice and professional publication based on work experience, and experience in training and/or field instruction. Experience in consultation and documentation.

1.5.3 Lecturer

Good academic record with at least 55% of the marks (or an equivalent grade) at Master's degree level or an equivalent qualification from an Indian or Foreign University. Candidates, besides affiliating the above qualification should have cleared National Eligibility Test for lecturers (NET) conducted by UGC or similar test accredited by the UGC.

Note: NET shall remain the compulsory requirement for appointment as Lecturer even for candidates having Ph.D. degree. However, the candidate who have completed M.Phil. degree or have submitted Ph.D. in the concerned subject thesis up to 31st December, 1993, are exempted from appearing in the NET examination.

1.6.0 MUSIC

1.6.1 Lecturer

Good academic record with at least 55% of the marks, or an equivalent grade of B in the 7 point scale with latter grades O, A, B, C, D, E and F at the Master's degree level, in the relevant subject or an equivalent degree from an Indian/Foreign University.

Besides fulfilling the above qualifications, candidates should have cleared the eligibility test (NET) for lecturers conducted by the UGC, CSIR, or similar test accredited by the UGC.

OR

A traditional or a professional artist with a highly commendable professional achievement in the concerned subject.

Note:- NET shall remain the compulsory requirement for appointment as Lecturer even for candidates having Ph.D. degree. However, the candidate who have completed M.Phil. degree or have submitted Ph.D. thesis in the concerned subject up to 31st December, 1993, are exempted from appearing in the NET examination.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

2.0.O CAREER ADVANCEMENT

- 2.1.0 Minimum length of service for eligibility to move into the grade of Lecturer (Senior Scale) would be four years for those with Ph.D., five years for those with M.Phil, and six years for others at the level of lecturer. and for eligibility to move into the Grade of Lecturer (Selection Grade)/Reader, the minimum length of service as Lecturer (Senior Scale) shall be uniformly five years.
- 2.1.2 For movement into grades of Reader and above, the minimum eligibility criterion would be Ph.D. Those without Ph.D. can go up to the level of Lecturer (Selection Grade).
- 2.1.3 A Reader with a minimum of eight years of service in that grade will be eligible to be considered for appointment as a Professor.

SEVEN POINT SCALE

Grade	Point	Percentage Equivalent
'O' = Outstanding	5.50-6.00	75-100
'A' = Very Good	4.50-5.49	65-74
'B' = Good	3.50-4.49	55-64
'C' = Average	2.50-3.49	45—54
'D' = Below Average	1.50-2.49	35—44
'E' = Poor	0.50-1.49	25-34
'F' = Fail	0-0.49	0-24

- 2.1.4 The Selection Committee for Career Advancement shall be the same as those for Direct Recruitment for each category.

2.2.O LECTURER (SENIOR SCALE)

A Lecturer will be eligible for placement in a senior scale through a procedure of selection, if she/he has:

- Completed 6 years of service after regular appointment with relaxation of one year and two years, respectively, for those with M.Phil. and Ph. D.
- Participated in one orientation course and one refresher course of approved duration, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the University Grants Commission. (Those with Ph.D. degree would be exempted from one refresher course).
- Consistently satisfactory performance appraisal reports.

203.0 Lecturer (Selection Grade).

Lecturers in the Senior Scale who do not have a Ph.D. degree or equivalent published work, and who do not meet the scholarship and research standards, but fulfil the criteria given above for the

post of Reader, and have a good record in teaching and, preferably, have contributed in various ways such as to the corporate life of the institution, examination work, or through extension activities, will be placed in the Selection Grade, subject to the recommendations of the Selection Committee which is the same as for promotion to the post of Reader. They will be designated as Lecturers in the Selection Grade. They could offer themselves for fresh assessment after obtaining Ph.D. and/or fulfilling other requirements for promotion as Reader and, if found suitable, could be given the designation of Reader.

2.4.0 READER (PROMOTION)

2.4.1 A Lecturer in the Senior Scale will be eligible for promotion to the post of Reader if she/he has :

- (i) Completed 5 years of service in the Senior Scale;
- (ii) Obtained a Ph.D. Degree or has equivalent published work;
- (iii) Made some mark in the areas of scholarship and research as evidenced e.g. by self-assessment, reports of referees, quality of publications, contribution to educational innovation, design of new courses and curricula and extension activities. .
- (iv) After placement in the Senior Scale participated in two refresher courses/summer institutes of approved duration, or engaged in other appropriate continuing education programs of comparable quality as may be specified or approved by the University Grants Commission, and
- (v) possesses consistently good performance appraisal reports.

2.4.2 Promotion to the Post of Reader will be through a process of selection by a Selection committee to be set up under the Statutes/Ordinances of the concerned University or other similar Committees set up by the appointing authorities.

2.5.0 PROFESSOR (PROMOTION)

In addition to the sanctioned position of professors, which must be filled in through direct recruitment through all India advertisements, promotions may be made from the post of Reader to that of Professor after 8 years of service as Reader.

2.6.0 The Selection Committee for promotion to the post of professor should be the same as that for direct recruitment. For the promotion from Reader to Professor, the following method of promotion may be followed.

The candidate should present herself/himself before the Selection Committee with some of the following:

- a) Self-appraisal reports (required).
- b) Research contribution/books/articles published.
- c) Any other academic contribution

The best three written contributions of the teacher (as defined by her/him) may be sent in advance to the Experts to review before coming for the selection. The candidate should be asked to submit these in 3 sets with the application.

- d) Seminars/Conferences attended.
- e) Contribution to teaching/academic environment/institutional corporate life.
- f) Extension and field outreach activities.

2.7.0 The requirement of participation in orientation/refresher courses/ summer institutes, each of at least 3 to 4 weeks duration, and consistently satisfactory performance appraisal reports, shall be the mandatory requirement for Career Advancement from Lecturer to Lecturer (Senior Scale) and from Lecturer (Senior Scale) to Lecturer (Selection Grade). Wherever the requirement of orientation/refresher courses has remained incomplete, the promotions would not be held up but these must be completed by the year 2000.

The requirement for completing these courses would be as follows :

- i) For Lecturer to Lecturer (Senior Scale), one orientation course would be compulsory for University and College teachers. Those without Ph.D. would be required to do one refresher course in addition.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- ii) Two refresher courses for Lecturer (Senior Scale) to Lecturer (Selection Grade).
- iii) senior teachers like Readers/Lecturers (Selection Grade) and Professors may opt to attend two Seminars/Conferences in their subject area and present papers as one aspect of their promotion/ selection to higher level or attend refresher courses to be offered by ASCs for this level.

28.0 If the number of years required in a feeder cadre are less than those stipulated in this notification, thus entailing hardship to those who have completed more than the total number of years in their entire service for eligibility in the cadre, may be placed in the next higher cadre after adjusting the total number of years.

this situation is likely to arise as in the earlier scheme, the number of years required in a feeder cadre were much more than those envisaged under this notification.

3.0. SELECTION COMMITTEES RECOMMENDED BY THE UGC

3.1.00 Lecturer in a Private College

- 1) Chairperson of the Governing Body of the College or his/her nominee to be the Chairperson of the Selection Committee.
- 2) The principal of the concerned College.
- 3) One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of services as a teacher.
- 4) Two nominees of the Vice Chancellor of the affiliating University of whom one should be a subject expert.
- 5) Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body out of a panel of names approved by the Vice Chancellor.

For Government Colleges, the State Public Service Commissions must invite three subject experts for which the State Public Service Commissions will involve the University in the selection. The Principal and Head of the Department should be necessarily included in the Selection Committee.

The quorum for the meeting should be five of which at least two must be from out of the three subject experts.

3.2.0 FOR THE POST OF UNIVERSITY LECTURER

At the University level, all selections must be done within the system with the Vice Chancellor as the Head of the Selection Committee.

- 1. The Vice Chancellor to be the Chairperson of the Selection Committee.
- 2. Three experts in the concerned subject to be invited on the basis of the list recommended by the Vice Chancellor and approved by the Executive Council/Syndicate.
- 3. Dean of the concerned Faculty Head/Chairperson of the Department.
- 4. An academician nominated by the Visitor/Chancellor.

The quorum should be four, out of which at least two outside subject experts must be present.

3.3.0 FOR POST OF READER

The process of selection should involve inviting the bio-data and reprints of three major publications of the candidate before interview and getting them assessed by the same three external experts, who are to be invited to interview the candidate. The Selection Committee should have the following composition :

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

1. Vice Chancellor to be the Chairperson of the Selection Committee.
2. An academician who is the nominee of the Visitor/Chance110r.
3. Three experts in the concerned subject/field, out of the list recommended by the Vice Chancellor and approved by the Executive Council/Syndicate.
4. Dean of the Faculty.
5. Head/Chairperson of the Department.

At least four members, including two outside experts, must constitute the quorum.

3.4-0 FOR THE POST OF PROFESSOR

The process of selection should involve inviting the bio-data and reprints of three major publications of which one could be a book or research report, before the interview, and getting them assessed by the same three external experts who are to be invited for the Interview. The assessment report must be placed before the Selection. Committee. The composition of the Selection Committee for the post of a Professor will be the same as proposed for the post of a Reader.

It may be ensured that the process of selection in every case is transparent and credible.

In the case of posts of Readers and Professors in Colleges, besides the Chairperson Governing Body, the Principal of the College, and the Head of the Department, there will be two University representatives, one of whom will be the Dean of College or equivalent position in the University, who will substitute the Visitor's nominee and the VC should be substituted by the VCs nominee.

3.5.0 FOR THE POST OF PRINCIPAL

- I. Chairperson of the Governing Board as Chairperson.
2. One member of the Governing Board to be nominated by the Chairperson.
3. Two Vice Chancellor's nominees, out of whom one should be an expert.
4. Three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a professor (to be nominated by the Governing Board) out of a pane Jf experts approved by the Vice Chancellor.

At least four members, including two experts, should constitute the quorum.

The process of selection should involve the following:-

- a) Assessment of aptitude for teaching and research
- b) Ability to communicate clearly and effectively
- c) Ability to analyse and discuss.
- d) Optional : Ability to communicate may be assessed by requiring the candidate to participate in. a group discussion or by exposure to a class room situation/lecture, wherever it is possible.

Notes:

- 1) A relaxation of 5% may be provided from 55% to 50% of the •marks at the Master's level for the SC ST category.
- 2) A relaxation of 5% may be provided from 55% to 50% of the marks to the Ph.D. degree holders who have passed their Master's degree prior to 19th September, 1991.
- 3) B in the 7 point scale with letter grade O, A, B, C, D, E and F shall be regarded as equivalent of 550 wherever the grading system is followed.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 4) NET shall remain the compulsory requirement for appointment as Lecturer even for candidates having Ph.D. degree. However, the candidate who have completed M.Phil. degree or have submitted Ph.D thesis in the concerned subject up to 31st December 1993. are exempted from appearing in the NET examination.
- 5) minimum requirement of 55% shall not be insisted upon for Principals professors Readers. Registrars, Deputy Registrars, Librarians, Deputy Librarians, Directors of Physical Education and Deputy Directors of Physical Education, for the existing incumbents who are already in the university system. However, these marks should be insisted upon for those entering the system from outside and those at the entry point of Lecturers, assistant Registrars, Assistant Librarians. Assistant Directors of Physical Education.
- 6) A relaxation of the minimum marks at the PG level from 55% to 50% for appointment as Lecturer may be provided to the candidates who have cleared the JRF examination conducted by UGC/CSIR only prior to 1989, when the minimum marks required to appear for JRF exam were 50%.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

No. F -1-1/2002(PS) Exemp.

31st July, 2002

1. The Vice-Chancellor
All Universities
2. Secretary of Higher Education,
State Govt.

Subject: University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in universities and institutions affiliated to it (1st Amendment) Regulations 2002.

Sir/Madam,

In partial modification in UGC Regulations issued vide office letter No.F.3-1/2000(PS) dated 4.4.2000 on the above subject, please find enclosed a copy of the Notification No.F.1-1/2002(PS) Exemp. Dated 31 e7.2002. This has been sent to the Manager, Government of India Press, Civil Lines, Delhi, for publication in the Gazette of India.

It is requested that the amendments in the UGC Regulations, 2000 may also be brought to the notice of the Institutions/Colleges affiliated to your University.

Yours faithfully

Sd/(Dr. Tilak Kem

Encl: as above.

University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in universities and institutions affiliated to it)
(1st Amendment) Regulations 2002

NOTIFICATION

In exercise of the powers conferred by clause (e) & (g) of sub-section (1) of Section 26 read with Section 14 of University Grants Commission Act, 1956 (3 of 1956), and in supersession of the Regulations issued under University Grants Commission letter No.F. 1-93/74(CPP) Part (v) dated 13th June, 1983, No.F.1-11/87(CPP-11) dated 19th September, 1991 and No. F.1-11/ 87(CPP) dated 21st June 1995 and Notification No. 1-93/74(CP) dated 19th February, 1985, 26th November, 1985 and No.F.3-1/94(PS) dated 24th December, 1998 and UGC Regulations No.f.31/2000(PS) dated 4.4.2000, the University Grants Commission hereby makes the following Regulations to amend the University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in universities and institutions affiliated to it) Regulation, 2000, namely:-

1. Short Title, Application and Commencement:

- (i) These regulations may be called University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in universities and institutions affiliated to it) (1st Amendment), Regulation, 2002.
- (ii) They shall apply to every university established or incorporated by or under a Central Act, Provincial Act or a State Act, every institution including a constituent or an affiliated college recognized by the Commission, in consultation with the university concerned under Clause (O) of Section 2 of the University Grants Commission Act, 1956, and every institution deemed to be a university under Section 3 of the said Act.
- (iii) They shall come into force with immediate effect.

In the University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in universities and institutions affiliated to it) Regulation, 2000, wherever the following para occurs:

“NET shall remain the compulsory requirement for appointment as Lecturer even for candidates having Ph.D. degree. However, the candidates who have completed M.Phil degree or have submitted Ph.D. thesis in the concerned subject upto 31st December, 1993 are exempted from appearing in the NET examination.”

I should be substituted with the following para:

“NET shall remain the compulsory requirement for appointment as Lecturer even for candidates having Ph.D. degree. However, the candidate who have completed M.Phil degree by 31st December, 1993 or have submitted Ph.D. thesis to the university in the concerned subject on or before 31st December, 2002 are exempted from appearing in the NET examination. In case such candidates fail to obtain Ph.D. degree, they shall have to pass the NET examination.”

Sd/- (Dr. Tilak R. Kern)

Additional Secretary

To

The Assistant Controller
Publication Division
Government of India
Ministry of Urban Development Poverty Alleviation Civil Lines
Delhi-110 054.

University Grants Commission
(Minimum Qualifications required for the appointment and Career
Advancement of teachers in universities and institutions affiliated to it
(1st Amendment) Regulations 2002.

No. F-1-1/2002(PS) Exemp.

31th July, 2002

1. The Vice-Chancellor All Universities
2. Secretary of Higher Education, State Govt.
3. R.Os.

University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in universities and institutions affiliated to it (1st Amendment) Regulations 2002.

Sir/Madam,

In partial modification in UGC Regulations issued vide office letter No. F.3-I/2000(PS) dated 4.4.2000 on the above subject, please find enclosed a copy of the Notification No. F.I-I/2002(PS) Exemp. Dated 31.7.2002. This has been sent to the Manager, Government of India Press, Civil Lines, Delhi, for publication in the Gazette of India.

It is requested that the amendments in the UGC Regulation, 2000 may also be brought to the notice of the Institution/Colleges affiliated to your University,;

Yours faithfully

Sd/-

(Dr. Tilak R. Kem)

End: as above.

University Grants Commission
(Minimum Qualifications required for the appointment and Career
Advancement of teachers in universities and institutions affiliated to it)
(1st Amendment) Regulations, 2002.

No. F-1-1/2002(PS) Exemp.

31th July, 2002

NOTIFICATION

In exercise of the powers conferred by clause (e) & (g) of sub-section (1) of Section 26 read with Section 14 of University Grants Commission Act. 1956 (3 of 1956), and in supersession of the Regulations issued under University Grants Commission letter No.F.I-93/74(CPP) Part(V) dated 13th June, 1983, No. F.I-II/87(CPP-II) dated 19th September, 1991 and No.F.1-87(CPP) dated 21st June 1995 and Notification No. I-93/74(CP) dated 19th February, 1985, 26th November, 1985 and No.F.3-I/94(PS) dated 24th December, 1998 and UGC Regulation No.F.3-1/2000(PS) dated 4.4.2000, the University Grants Commission hereby makes the following regulations to amend the University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in universities and institutions affiliated to it) Regulation, 2000, namely:-

1. Short Title, Application and Commencement:

- (I) These regulations may be called University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in universities and institutions affiliated to it) (1st Amendment) Regulations, 2002.
- (II) They shall apply to every university established or incorporated by or under a Central Act, Provincial Act or a State Act, every institution including a constituent or an affiliated college recognized by the Commission, in consolation with the university concerned under Clause (f) of Section 2 of the University Grants Commission Act, 1956, and every institution deemed to be a university under Section 3 of the said Act.
- (III) They shall come into force with immediate effect.

In the University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in universities and institutions affiliated to it) Regulations, 2002, wherever the following para occurs:

“NET shall remain the compulsory requirement for appointment as Lecturer even for candidates having Ph. D degree. However, the candidates who have completed M.Phil. degree or have submitted Ph. D thesis in the concerned subject upto 31st December, 1993 are exempt from appearing in the NET examination.”

I should be substituted with the following para:

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

“NET shall remain the compulsory requirement for appointment as Lecturer even for candidates having Ph. D degree. However, the candidates who have completed M.Phil. degree by 31st December, 1993 or have submitted Ph.D. thesis to the university in the concerned subject on or before 31st December, 2002 are exempt from appearing in the NET examination. In case such candidates fail to obtain Ph.D. degree, they shall have to pass the NET examination.”

Sd/-

(Dr. Tilak R. Kem)

Additional Secretary

To

The Assistant Controller

Publication Division

Government of India

Ministry of Urban Development Poverty Alleviation

Civil Lines

Delhi- 110054.

University Grants Commission

(Minimum Qualifications Required For The Appointment And Career Advancement Of Teachers in Universities and Institutions affiliated to it) (Second Amendment) Regulations, 2006.

F.No.1-1/2002(PS) Exemp.

14th June, 2006

NOTIFICATION

In exercise of the powers conferred by clause (e) & (g) of sub-section(I) of Section 26 read with Section 14 of University Grants Commission Act, 1956 (3 of 1956), and in supersession of the Regulations issued under University Grants Commission letter No.F.1-93/74(CPP) Part(v) dated 13th June, 1983, No.F.1- 11/87(CPP-II) dated 19th September, 1991 and No.F.1-11/87(CPP) dated 21st June, 1995 and Notification No.F.1-93/74(CP) dated 19th February, 1985, 26th November, 1985 and No.F.3-1/94(PS) dated 24th December, 1998. UGC Regulations No.F.3-1/2000(PS) dated 4.4.2000 and No.F.1-1/2002(PS) Exemp. Dated 31st July, 2002, the UGC hereby makes the following Regulations to amend the UGC (Minimum Qualifications Required For The Appointment And Career Advancement Of Teachers in Universities and Institutions affiliated to it) Regulation, 2000, namely:-

1. Short Title, Application and Commencement:

- (i) These regulations may be called UGC (Minimum Qualifications Required For The Appointment And Career Advancement Of Teachers in Universities and Institutions affiliated to it) (Second Amendment) Regulations, 2006.
- (ii) They shall apply to every university established or incorporated by or under a Central Act, Provincial Act or a State Act, every institution including a constituent or an affiliated college recognized by the Commission, in consultation with the university concerned under Clause (f) of Section-2 of the UGC Act, 1956, and every institution deemed to be a university under Section 3 of the said Act.
- (iii) They shall come into force with immediate effect.

In the University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of Teachers in Universities and Institutions affiliated to it) Regulation, 2000, wherever the following para occurs:-

“NET shall remain the compulsory requirement for appointment as Lecturer even for candidates having Ph.D. degree. However, the candidates who have completed M.Phil degree or have submitted Ph.D. thesis in the concerned subject upto 31st December, 1993 are exempted from appearing in the NET examination.”

should be substituted with the following para:

Institutions affiliated to it) Regulation, 2000, wherever the following para occurs:-

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

“NET shall remain the compulsory requirement for appointment as Lecturer for those with post-graduate degree. However, the candidates having Ph.D. degree in the concerned subject are exempted from NET for PG level and UG level teaching. The candidates having M.Phil degree in the concerned subject are exempted from NET for UG level teaching only.”

(Prof. Mool Chand Shama)

Secretary

The Assistant Controller Publication Division Govt of India,
Ministry of Urban Development Poverty Alleviation, Civil Lines,
Delhi-110054

University Grants Commission
(Minimum Qualifications required for the appointment and Career
Advancement of teachers in Universities and Institutions affiliated to it)
(3rd Amendment), Regulation 2009.

F.1-1/2002 (PS) Exemp.- In exercise of the powers conferred by clause (e) & (g) of sub-section (1) of Section 26 read with Section 14 of University Grants Commission Act 1956 (3 of 1956), and in supersession of the University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in Universities and Institutions affiliated to it)(1st Amendment), Regulation, 2002 dated 31st July, 2002 and University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in Universities and Institutions affiliated to it)(2nd Amendment), Regulation, 2006 dated 14.06.2006, the University Grants Commission hereby makes the following Regulations to amend the University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in Universities and Institutions affiliated to it) Regulation, 2000, namely:-

Short Title, Application and Commencement :

1. These regulations may be called University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in Universities and Institutions affiliated to it)(3rd Amendment), Regulation 2009.
2. They shall apply to every University established or incorporated by or under a Central Act, Provincial Act or a State Act, every Institution including a constituent or an affiliated college recognized by the Commission, in consultation with the University concerned under clause (f) of Section 2 of the University Grants Commission Act 1956, and every Institution deemed to be a University under section 3 of the said Act.
3. They shall come into force with effect from the date of their publication in the Gazette of India.
4. In the ANNEXURE to the University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in Universities and Institutions affiliated to it) Regulation, 2000, the following was provided in the Note to Regulation 1.3.3, 1.4.3, 1.5.3, and 1.6.1:

“NET shall remain the compulsory requirement for appointment as Lecturer even for candidates having Ph.D degree. However, the candidates who have completed M.Phil degree or have submitted Ph.D thesis in the concerned subject upto 31st December, 1993 are exempted from appearing in the NET examination”

The said Note to Regulation 1.3.3, 1.4.3, 1.5.3, and 1.6.1 was submitted by the following para, vide University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in Universities and Institutions affiliated to it)(1st Amendment), Regulation, 2002 :

“NET shall remain the compulsory requirement for appointment as Lecturer even for candidates having Ph.D degree. However, the candidates who have completed M.Phil degree by 31st December, 1993 or having submitted Ph.D thesis to the University in the concerned subject on or before 31st December, 2002 are exempt from appearing in the NET examination. In case such candidates fail to obtain Ph.D Degree, they shall have to pass the NET examination.”

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Further, the above provision brought in to effect by the University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in Universities and Institutions affiliated to it)(1st Amendment), Regulation, 2002, was further substituted by the following provision of the University Grants Commission (Minimum Qualifications required for the appointment and Career Advancement of teachers in Universities and Institutions affiliated to it)(2nd Amendment), Regulation, 2006 :

“NET shall remain the compulsory requirement for appointment as Lecturer even for those with Post Graduate Degree. However, the candidates having Ph.d Degree in the concerned subject are exempted from NET for PG level UG level teaching. The candidates having M.Phil. Degree in the concerned subject are exempted from NET for UG level teaching only.”

Now, the above provision shall be substituted by the following paragraph:

“NET/SLET shall remain the minimum eligibility condition for recruitment and appointment of Lectures in Universities/Colleges/Institution.

Provided, however, that candidates, who are or have been awarded Ph.D Degree in compliance of the “University Grants Commission (minimum standards and procedure for award of Ph.D Degree), Regulation 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET for recruitment and appointment of Assistant Professor or equivalent Positions in Universities/Colleges/Institution.”

R.K. CHAUHAN

Secy. U.G.C

University Grants Commission

(Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2009.

No.F.3-1/2009 (PS)

Sept, 2009

In exercise of the powers conferred by clause (e) and (g) of subsection (I) of Section 26 read with Section 12 (j) and 14 of University Grants Commission Act, 1956 (3 of 1956), and in pursuance of the MHRD O.M.No.F.237/2008-IFD dated 23.10.08, read with Ministry of Finance (Department of Expenditure) O.M.No.F.1-1/2008-IC dated 30.08.2008, and in terms of the Schemes Regulations notified by MHRD Notification No.1-32/2006-U.II/U.I(1) issued subject to Ministry of Finance (Department of Expenditure) vide OM.No.7-23/2008EIII dated 30.09.2008, and in supersession of the Regulations issued by University Grants Commission, vide Regulation No. F.3-1/2000 (PS) dated 4th April 2000, the University Grants Commission hereby notifies the following Regulations, namely:-

1. Short title, application and commencement:
 - i. These Regulations may be called the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2009.
 - ii. They shall apply to every university established or incorporated by or under a Central Act, Provincial Act or a State Act, every institution including a constituent or an affiliated college recognised by the Commission, in consultation with the university concerned under Clause (f) of section 2 of the University Grants Commission Act, 1956 and every institution deemed to be a university under Section 3 of the said Act.
 - iii. They shall come into force with immediate effect from the date on which these Regulations are notified. However, all promotions under CAS Schemes shall continue to be governed by the above referred Regulations vide No. F.31/2000 (PS) dated 4th April 2000, in case such candidate has become eligible for promotion on a date prior to the present Regulations coming into force.
2. Minimum qualifications for appointment and other service conditions of University and College teachers, Librarians and Directors of Physical education as a measure for the maintenance of standards in higher education, shall be as provided in these Regulations.

(Dr. R. K. Chauhan)
Secretary To

The Assistant Controller
Publication Division
Government of India
Urban Development Ministry
Civil Lines
Delhi-110054

23.09.2009

UGC REGULATIONSS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION

These Regulations are for revision of pay scales, minimum qualifications for appointment, and other service conditions of University and College Teachers, Librarians and Directors of Physical Education as a measure for the maintenance of standards in higher education.

1.0.0 COVERAGE

1.1.0 These Regulations applies to University and College Teachers, Librarians, Directors of Physical Education admitted to the privileges of the Universities.

1.1.1 For teachers in the Faculties of Agriculture and Veterinary Science, the norms /Regulations of Indian Council of Agricultural Research; for Faculty of Medicine, Dentistry, Nursing and AYUSH, the norms/Regulations of Ministry of Health and Family Welfare, Government of India; for Faculty of Education, the norms/Regulations of National Council of Teacher Education and for Engineering, Pharmacy and Management, the norms/Regulations of All India Council for Technical Education shall apply.

2.0.0 PAY SCALES AND PAY FIXATION FORMULA

2.1.0 The revised scales of pay, as decided by the Government of India, Ministry of Human Resource Development (Department of Education) may be seen as Appendix-I. The pay “fixation formula” developed by UGC and approved by MHRD appended as Appendix-II. This fixation formula shall be adopted for teachers and equivalent positions in the Library and Physical Education cadres in Universities and Colleges.

3.0.0. RECRUITMENT AND QUALIFICATIONS

3.1.0 The direct recruitment to the post of Assistant Professors, Associate Professors and Professors in the Universities and Colleges shall be on the basis of merit through all India advertisement and selections by the duly constituted Selection Committees as per the guidelines prescribed under these Regulations to be incorporated under the Statutes/Ordinances of the concerned university. The composition of such committees should be as prescribed by the UGC in these Regulations.

3.2.0 The minimum qualifications required for the post of Assistant Professors, Associate Professors, Professors, Principals, Assistant Directors of Physical Education, Deputy Directors of Physical Education, Directors of Physical Education, Assistant Librarians, Deputy Librarians, Librarians will be those as prescribed by the University Grants Commission in these Regulations.

3.3.0 The minimum requirements of a good academic record, 55% of the marks at the master’s level and qualifying in the National Eligibility Test (NET), or an accredited test (State Level Eligibility Test - SLET/SET), shall remain for the appointment of Assistant Professors.

3.3.1 NET/SLET/SET shall remain the minimum eligibility condition for recruitment and appointment of Assistant Professors in Universities / Colleges / Institutions. Provided, however, that candidates, who are or have been awarded Ph. D. degree in compliance of the “University Grants Commission (minimum standards and procedure for award of Ph.D. Degree), Regulations 2009, shall be exempt from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions”.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

3.3.2 Reference to Ph.D-s in these Regulations shall be taken as a doctoral degree from a University following the above UGC Regulations of 2009 regarding registration process, course work, and evaluation process with effect from the date of issue of such guidelines by UGC. The exemption from NET/SLET/SET will not be applicable to Ph.D degrees awarded by the universities who have not adopted and followed the above UGC Regulations of 2009, provided the Universities have adopted the guidelines issued by UGC from time to time to accord exemption of the Ph.D. degree holders from acquiring a pass in NET/SLET/SET.

3.3.3 NET/SLET/SET shall not be required for such Masters Degree Programmes in disciplines for which NET/SLET/SET/ accredited test is not conducted. Any relaxation in the prescribed qualification, including the NET exemption, can be made only by the University Grants Commission in a particular subject in which NET/SLET/SET is not conducted. Such relaxation would be based on the application made by only the affected universities for the specified subject(s) and for a specified period based on sound justification.

Provided in case of State Universities, where NET/SET/SLET qualified candidates are not available, the concerned Universities may grant exemption only with the concurrence of the respective State Government.

Provided further in case of Central Universities such exemption can be granted by the concerned University only with the concurrence of the UGC.

Provided further that exemption so granted in both the cases stated above, shall be subject to the condition that the candidates shall acquire their NET/SLET/SET qualification, preferably within a period of 2 years, failing which they shall not be eligible for any increments in their pay scales and for seniority for the years of service rendered by them without such qualifications. The eligibility for increments and service seniority shall become operational from the date of qualifying for NET/SLET/SET or acquiring Ph.D. Degree as per the UGC Regulations, 2009.

3.3.4 The 55% marks in Master's level should be insisted upon for those entering the system from outside and at the entry point of Assistant Professors, Assistant Librarians, Assistant Director of Physical Education.

3.4.0 A relaxation of 5% may be provided at the graduate and master's level for the SC/ST/ Differently-abled (Physically and visually handicapped) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching positions. Rounding off of marks to make it to 55% or 50% as the case may be through grace mark procedure etc., by universities is not permissible for claiming relaxation.

3.5.0 A relaxation of 5% may be provided, from 55% to 50% of the marks to the Ph.D. degree holders, who have passed their Master's degree prior to 19th September, 1991.

3.6.0 Relevant grade which is regarded as equivalent of 55% wherever the grading system is followed by a recognized university shall also be considered eligible.

3.7.0 The Ph.D. should be a compulsory requirement for the designation of Professors, Librarians and Physical Education Directors.

3.8.0 Ph.D. shall be a compulsory requirement for all candidates applying for direct recruitment as Associate Professor /Deputy Librarian/Deputy Directors of Physical Education,

3.9.0 The period of time taken by candidates to acquire M.Phil. and/or Ph.D shall not be considered as research experience to be claimed for appointment to the teaching positions.

4.0.0 DIRECT RECRUITMENT

4.1.0 PROFESSOR

- A. (i) An eminent scholar with Ph.D. qualification in the concerned/ allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research / policy papers in indexed / ISBN/ISSN numbered journals and/or ISBN/ISSN numbered books and the University developed ISBN/ISSN numbered list of journals/books hosted in the website of the concerned University.
- (ii) A minimum of 10 years of teaching experience in university/college, and/or experience in research at the University/National Level institutions/industries, including experience of guiding candidates for research at doctoral level;
- (iii) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based on Performance Based Appraisal System (PBAS) developed by UGC in these Regulations.

OR

- B. An outstanding professional with established reputation in the relevant field who has made significant contribution to knowledge.

4.2.0 PRINCIPAL

- i. A Master's Degree with at least 55% of the marks or a relevant grade regarded as equivalent to 55% wherever grading system is followed by a recognized University.
- ii. Ph.D. qualification in concerned/allied/ relevant discipline with evidence of published work and research guidance.
- iii. Associate Professor/Professor with a total experience of 15 years of teaching/research/ administration in Universities / Colleges and other institutions of higher education.
- iv. A minimum score as stipulated in the Academic Performance Indicator (API) based on Performance Based Appraisal System (PBAS) for Professors as developed by UGC in these Regulations.

4.3.0 ASSOCIATE PROFESSOR

- i. Good academic record with a Ph.D. degree in the concerned / allied/relevant disciplines.
- ii. 55% of the marks, or equivalent grade wherever grading system is followed at the Master's degree level.
- iii. A minimum of five years of experience of teaching and / or research in an academic/ research position equivalent to that of Assistant Professor in a University / College or Accredited Research Institution/industry excluding the period of Ph.D research with evidence of published work and a minimum of 5 publications as books and/or research/policy papers in indexed/ISBN/ISSN numbered books/journals and University developed -ISBN/ISSN list of journals hosted in the website of the concerned University.
- iv. Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- v. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations.

4.4.0 ASSISTANT PROFESSOR

4.4.1 Arts, Humanities, Sciences, Social Sciences, Commerce, Education, Languages, Law, Journalism and Mass Communication.

- i. Good academic record as defined by the concerned university with at least 55% of the marks or equivalent grade where grading system is practiced at the Master's degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign university.
- ii. Besides fulfilling the above qualifications, the candidate should have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
- iii. Holders of Ph.D. degree as on the date of Notification of these Regulations, along with those candidates who are awarded a Ph.D. degree through a process of admission, registration, course work and external evaluation as laid down in the UGC (Minimum Standards and Procedures for award of M.Phil /Ph.D Degree), Regulations, 2009 and so adopted by the university, shall be exempted from NET/SLET/SET.
- iv. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted subject to the conditions stipulated in these Regulations in clause.3.3.3.

4.4.2 MUSIC, PERFORMING ARTS, VISUAL ARTS AND OTHER TRADITIONAL INDIAN ART FORMS LIKE SCULPTURE ETC.,

4.4.3 MUSIC AND DANCE DISCIPLINE:

1. ASSISTANT PROFESSOR:

Good academic record with at least 55% of the marks, or an equivalent grade to that of 55% wherever grading system is practiced at the Master's degree level, in the relevant subject or an equivalent degree from an Indian/Foreign University.

Besides fulfilling the above qualifications, candidates should have cleared the National Eligibility test (NET/SLET/SET) conducted by the UGC, CSIR, or similar test accredited by the UGC.

OR

A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should have:

1. Studied under noted/reputed traditional masters and has thorough knowledge to explain the subject concerned.
2. B high grade artist of AIR/TV.
3. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

2. ASSOCIATE PROFESSOR:

Good academic record with doctoral degree, with performing ability of high professional standard.

Five years of experience of teaching and/or research excluding the period spent for obtaining the research degree.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Has made significant contributions to the knowledge in the subject concerned as evidenced by quality of publications.

Contribution to educational innovation such as designing of new courses and/or curricula and/or outstanding performing achievement in the field of specialization.

OR

1. 'A' grade artist of AIR/TV;
2. Eight years of outstanding performing achievements in the field of specialization.
3. Experience in designing of new courses and /or curricula.
4. Participation in Seminars/Conferences in reputed institutions.
5. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

A minimum of five years of experience of teaching and / or research in an academic/ research position equivalent to that of Assistant Professor in a University / College or Accredited Research Institution/industry excluding the period of Ph.D research with evidence of published work and a minimum of 5 publications as books and/ or research/policy papers in indexed/ISBN/ISSN numbered books/journals and University developed -ISBN/ISSN list of journals hosted in the website of the concerned University.

Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.

A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations.

3. PROFESSOR:

An eminent scholar with a doctoral degree actively engaged in research with 10 years of experience in PG teaching and /or research at the University/National level institutions including experience of guiding research at doctoral level with outstanding performing achievements in the field of specialization.

OR

1. 'A' grade artist of AIR/TV
2. Twelve years of outstanding performing achievements in the field of specialization.
3. Significant contributions in the field of specializations and ability to guide research
4. Participation in National/International Seminars/Conferences/ Workshops and/ or recipient of National/International Awards/Fellowships.
5. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

4.4.4. DRAMA DISCIPLINE:

1. ASSISTANT PROFESSOR:

Good academic record with at least 55% of the marks, or an equivalent grade to that of 55% wherever grading system is practiced at the Master's degree level, in the relevant subject or an equivalent degree from an Indian/Foreign University.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 2 Besides fulfilling the above qualifications, candidates should have cleared the National Eligibility Test (NET/SLET/SET) conducted by the UGC, CSIR, or similar test accredited by the UGC.

OR

1. A professional artist with first class degree/diploma from National School of Drama or any other approved Institution in India or abroad
 2. Five years of regular acclaimed performance in regional/ national stage with evidence.
 3. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.
- 2. ASSOCIATE PROFESSOR:**

Good academic record with doctoral degree with performing ability of high professional standard as recommended by an expert committee constituted by the University concerned for the said purpose.

Five years of experiences of teaching and/ or research excluding the period spent for obtaining the research degree.

Has made significant contributions to the knowledge in the subject concerned as evidenced by quality of publications.

Contributions to educational innovation such as designing new courses and/ or curricula and/ or outstanding performing achievements in the field of specializations.

OR

1. A recognized artist of Stage/ Radio/TV.
 2. Eight years of outstanding performing achievements in the field of specialization.
 3. Experience in designing of new courses and /or curricula.
 4. Participation in Seminars/Conferences in reputed institutions.
 5. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.
- 3. PROFESSOR:**

An eminent scholar with a doctoral degree actively engaged in research with 10 years of experience in Post-graduate teaching and /or research at the University/National level institutions including experience of guiding research in doctoral level, with outstanding performing achievement in the field of specialization.

OR

1. Twelve years of outstanding performing achievements in the field of specialization.
2. Significant contributions in the field of specializations and ability to guide research.
3. Participation in National/International Seminars/Conferences/Workshops and/ or recipient of National/International Awards/Fellowships.
4. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations.

4.4.5. VISUAL (FINE) ARTS DISCIPLINE:

1. ASSISTANT PROFESSOR:

Good academic record with at least 55% of the marks, or an equivalent grade to that of 55% wherever grading system is practiced at the Master's degree level, in the relevant subject or an equivalent degree from an Indian/Foreign University.

Besides fulfilling the above qualifications, candidates should have cleared the National Eligibility Test (NET/SLET/SET) for lecturers conducted by the UGC, CSIR, or similar test accredited by the UGC.

OR

A Professional artist with highly commendable professional achievement in the concerned subject, who should have:

1. First class Diploma in Visual (Fine) arts discipline from the recognized Institution of India/Abroad.
2. Five years of experience of holding regular regional/National exhibitions/Workshops with evidence.
3. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

2. ASSOCIATE PROFESSOR:

Good academic record with doctoral degree, with performing ability of high professional standard.

Five years of experience of teaching and/ or research excluding the period spent for the research degree, Ph. D.

Has made significant contributions to the knowledge in the subject concerned as evidenced by quality of publications.

Contributions to educational innovation such as: designing new courses and/ or curricula and/ or outstanding performing achievements in the field of specializations.

OR

1. A recognized artist of his/her own discipline.
2. Eight years of outstanding performing achievements in the field of specialization.
3. Experience in designing of new courses and /or curricula.
4. Participation in Seminars/Conferences in reputed institutions.
5. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

3. PROFESSOR:

An eminent scholar with a doctoral degree actively engaged in research with 10 years of experience in Post-graduating teaching and /or research at the University/National level institutions including experience of guiding research in doctoral level, with outstanding performing achievement in the field of specialization.

OR

1. Twelve years of experience of holding regular regional/national exhibition/workshops with evidence.
2. Significant contributions in the field of specialization and ability to guide research.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

3. Participation in National/International Seminars/Conferences/Workshops and/or recipient of National/International Awards/Fellowships.
4. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement for all the posts specified under 4.4. 3-4.4.5.

4.4.6 QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY

REQUIREMENTS FOR APPOINTMENT OF OCCUPATIONAL THERAPY TEACHERS

1. ASSISTANT PROFESSOR:

- 1.1. Bachelor Degree in Occupational Therapy (B.O.T./B. Th.O./B.O.Th.), Masters in Occupational Therapy (M.O.Th/M.Th.O./M.Sc. O.T/M.OT.) with at least 55% of marks from recognized University.
- 1.2. NET/SLET/SET shall not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted subject to the conditions stipulated in these Regulations in clause.3.3.3.

2. ASSOCIATE PROFESSOR:

Master in Occupational Therapy (M.O.T./M.O.Th./M.Sc. O.T.) with 5 years total experience as Assistant Professor.

Desirable : Higher qualification such as Ph.D Qualification in any discipline in occupational therapy recognized by U.G.C

3. PROFESSOR:

- 3.1. Masters in Occupational Therapy (M.O.T. / M.O.Th./M.Th.O./M.Sc. O.T.) with 10 years total experience including 3 years experience as Associate Professor (Occupational Therapy)
- 3.2. Ph. D. in any discipline in occupational therapy recognized by U.G.C..

4. PRINCIPAL / DIRECTOR / DEAN:

- 4.1. Masters in Occupational Therapy (M.O.T./M.Th.O./M.Oth./M.Sc. O.T.) with atleast 10 years total experience, including experience as Professor (Occupational Therapy).
- 4.2. Senior most of the Professor shall be the Principal / Director / Dean.
- 4.3. Ph. D. in any discipline in occupational therapy recognized by U.G.C.
- 4.4 A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement for all the posts specified under 4.4. 6 and -4.4.7.
- 4.5 The appointment of allied field shall be at the lowest level of Assistant Professor.

4.4.7. QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF PHYSIOTHERAPY TEACHERS

1. ASSISTANT PROFESSOR:

- 1.1. Bachelor Degree in Physiotherapy (B.P.T./B. Th./P.B.P.Th.), Masters in Physiotherapy (M./P.Th/M.Th.P/M.Sc. P.T/M.PT.) with at least 55% of marks from recognized University.
- 1.2. NET/SLET/SET shall not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted subject to the conditions stipulated in these Regulations in clause.3.3.3.

2. ASSOCIATE PROFESSOR:

Master in Physiotherapy (M.P.T./M.P.Th./M.Th.P/M.Sc. P.T.) with 5 years total experience as Assistant Professor.

Desirable : Higher qualification such as Ph. D in any discipline in Physiotherapy recognized by U.G.C..

3. PROFESSOR:

- 3.1. Masters in Physiotherapy (M.P.T. / M.P.Th./M.Th.P/M.Sc. P.T.) with 10 years total experience including 3 years experience as Associate Professor (Physiotherapy);
- 3.2. Ph. D. in any discipline in Physiotherapy recognized by U.G.C..
- 3.3. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement for all the posts specified under 4.4. 6 and -4.4.7.
- 3.4. The appointment of allied field shall be at the lowest level of Assistant Professor.

4. PRINCIPAL / DIRECTOR / DEAN:

- 4.1. Masters in Physiotherapy (M.P.T./M.Th.P/M.Pth./M.Sc. P.T.) with atleast 10 years total experience, including experience as Professor (Physiotherapy).
- 4.2. Senior most of the Professor shall be the Principal / Director / Dean.
- 4.3. Ph. D. in any discipline in Physiotherapy recognized by U.G.C..
- 4.4. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement for all the posts specified under 4.4. 6 and -4.4.7.
- 4.5. The appointment of allied field shall be at the lowest level of Assistant Professor.

4.4.8. MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHING FACULTY IN UNIVERSITIES AND COLLEGES- MANAGEMENT / BUSINESS ADMINISTRATION:

1. Assistant Professor

- 1.1. A Masters Degree with 55% marks in Business Management / Administration / in a relevant management related discipline or first class in two year full time / three year part-time PGDM declared equivalent and accredited by AICTE / UGC OR

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

First Class graduate and professionally qualified Chartered Accountant / Cost and works Accountant / Company Secretary of the concerned statutory bodies.

- 1.2. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations.

2. Associate Professor:

- 2.1. Consistently good academic record with at least 55% marks in Master Degree in Business Management / Administration / in a relevant management related discipline or first class in two years full time / three year part-time PGDM declared equivalent and recognized by AICTE / UGC

OR

First Class graduate and professionally qualified Chartered Accountant / Cost and works Accountant / Company Secretary of the concerned statutory body.

- 2.2. Ph.D. or Fellow of IM OR of an Institute recognized by AICTE .
- 2.3. A minimum of 5 years' experience of postgraduate teaching / industry / research / professional at managerial level excluding the period spent for obtaining the research degree.

OR

2.4. For candidates from Industry & Profession

- 2.4.1. Consistently good academic record with at least 55% marks in Master's Degree in Business Management / Administration / in a relevant management related discipline** or first class in two years full time / three year part-time PGDM declared equivalent and recognized by AICTE / UGC OR

First Class graduate and professionally qualified Chartered Accountant / Cost and works Accountant / Company Secretary of the concerned statutory body.

- 2.4.2. A minimum of 10 years' experience of postgraduate teaching industry / research / profession, out of which 5 years must be at the level of assistant professor or equivalent excluding the period spent for obtaining research degree. The candidate should have Professional work experience, which is significant and can be recognized at national / international level as equivalent to Ph.D and 10 years managerial experience in industry / profession of which at least 5 years should be at the level comparable to that of lecture.
- 2.5. Teaching, research industrial and / or professional experience in a reputed organization;
- 2.6. Published work, such as research papers, patents filed / obtained, books and / or technical reports;
- 2.7. Experience of guiding the project work /dissertation of PG / Research Students or supervising R&D projects in industry;
- 2.8. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations.

3. Professor:

- 1.1. Consistently good academic record with at least 55% marks in Master's Degree in Business Management / Administration / in a relevant discipline or consistently good academic record with at least 55% marks in two year full time / three year part-time PGDM declared equivalent and recognized by AICTE / UGC

OR

First Class graduate and professionally qualified Chartered Accountant / Cost and works Accountant / Company Secretary of the concerned statutory body.

- 1.2. Ph. D. or Fellow of IIM OR of an Institute recognized by AICTE .

- 1.3. (i) A minimum of 10 years' experience of post graduate teaching / industry / research / professional out of which 3 years must be at the level of Reader/ Associate Professor or equivalent excluding the period spent for obtaining the research degree.

OR

- (ii) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.

- (iii) A minimum score as stipulated in the Academic Performance Indicator (API) based on Performance Based Appraisal System (PBAS) developed by UGC in these Regulations.

3.4. For candidates from Industry & Profession

- 3.4.1. Consistently good academic record with at least 55% marks in Master's Degree in Business Management / Administration / in a relevant management related discipline** or consistently good academic record with at least 55% marks in two years full time / three year part-time PGDM declared equivalent and recognized by AICTE / UGC

OR

First Class graduate and professionally qualified Chartered Accountant/ Cost and works Accountant / Company Secretary of the concerned statutory body.

- 3.4.2. The candidate should have professional work experience which is significant and can be recognized at national / International level as equivalent to Ph. D. and 15 years' managerial experience in industry / profession of which at least 8 years should be at least at a level comparable to that of Reader.

- 3.5. Teaching, Teaching, research industrial and / or professional experience in a reputed organization;
- 3.6. Published work, such as research papers, patents filed / obtained, books and / or technical reports;
- 3.7. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
- 3.8. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities;
- 3.9. Capacity to undertake / lead sponsored R&D consultancy and related activities;
- 3.10. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

4. Principal / Director / Head of Institutions

- 4.1 Qualification same as those prescribed for the post of professor in the relevant discipline with a minimum of 15 years' experience of postgraduate teaching / industry / research.
- 4.2. Administrative experience in senior level responsible position
- 4.3. For candidates from Industry / Profession
 - 4.4.1. Qualification same as those prescribed for the post of Professor from industry / profession stream with 15 years' experience of postgraduate teaching / research out of which 5 years must be at the level of Professor in the relevant discipline.
 - 4.4.2. Administrative experience in senior level responsible position.
 - 4.4.3. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations.

* If a class / division is not awarded at Masters level, minimum of 60% marks in aggregate shall be considered equivalent to First Class / Division. If a grade point system is adopted, the CGPA will be converted into equivalent marks as given below:-

** Relevant management related disciplines shall be those as Commerce, Economics, Applied Economics, Econometrics Business Economics, Psychology (Organizational / Industrial Psychology), Public Administration, Statistics, Mathematical Statistics, Applied Statistics, Operational Research, Business Law, Production & Industrial Engineering, Industrial management and Computer Application.

*** This recognition shall be valid only if the same is recommended unanimously by a 3 Member Committee of Experts appointed by the Vice-Chancellor of the University.

PERCENTAGE EQUIVALENCE OF GRADE POINTS FOR A TEN POINTS SCALE

Grade	Grade Point	Percentage Equivalent
'O' – Outstanding	5.50-6.00	75-100
'A' – Very Good	4.50-5.49	64-74
'B' – Good	3.50-4.49	55-64
'C' – Average	2.50-3.49	45-54
'D' – Below Average	1.50-2.49	35-44
'E' – Poor	0.50-1.49	25-34
'F' - Fail	0-0.49	0-24

4.4.9 MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHING FACULTY IN UNIVERSITIES AND COLLEGES-ENGINEERING AND TECHNOLOGY DISCIPLINE:

1. Assistant Professor

- 1.1. Master's Degree with 55% marks in the appropriate branch of Engineering (Engg.) & Technology (Tech) .
- 1.2. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted subject to the conditions stipulated in these Regulations in clause.3.3.3.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 1.3. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement

2. Associate Professor

- 2.1. Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech., and experience of 5 years in teaching, research and / or industry at the level of Lecturer/Assistant Professor or equivalent grade, excluding period spent on obtaining the research degree

OR

- 2.2. only to candidates from industry and the profession

- 2.2.1. First Class Master's Degree in the appropriate branch of Engg., & Tech.;

- 2.2.2. Significant professional work which can be recognized* as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial / professional experience of 5 years in a position equivalent to the level of Lecturer.

(* This recognition shall be valid only if the same is recommended unanimously by a 3Member Committee of Experts appointed by the Vice-Chancellor of the University).

- 2.3. Teaching, research industrial and / or professional experience in a reputed organization;
- 2.4. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
- 2.5. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
- 2.6. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement

3. Professor:

- 3.1. Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech., and experience of 10 years in teaching, research and / or industry, out of which at least 5 years at the level of Reader/ associate Professor or equivalent grade.

OR

- 3.2. applicable only to candidates from industry and the profession

- 3.2.1. First Class Master's Degree in the appropriate branch of Engg., & Tech.;

- 3.2.2. Significant professional work which can be recognized* as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial/ professional experience of 10 years, out of which at least 5 years at a senior level of Assistant Professor / Reader;

(* This recognition shall be valid only if the same is recommended unanimously by a 3Member Committee of Experts appointed by the Vice-Chancellor of the University).

- 3.3. Teaching, research industrial and / or professional experience in a reputed organization;

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 3.4. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
 - 3.5. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
 - 3.6. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities;
 - 3.7. Capacity to undertake / lead sponsored R&D, consultancy and related activities;
 - 3.8. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement
- 2. Bio-Technology (Engg. & Tech.) Discipline:**
- 1. Assistant Professor:**
- 1.1. First Class Master's Degree in the Biotechnology branch of Engineering (Engg.) & Technology (Tech)
OR
 - 1.2. Ph.D. Degree in Applied Biological Sciences such as, Micro-Biology, BioChemistry, Genetics, Molecular Biology, Pharmacy and Bio-Physics;
OR
 - 1.3. Good academic record with at least 55% of the marks, or an equivalent grade at the Master's degree level, in Biotechnology from an Indian / Foreign University.
 - 1.4. Besides fulfilling the above qualifications, candidates should have cleared the eligibility test (NET/SLET/SET) for lecturers conducted by the UGC, CSIR or similar test accredited by the UGC
 - 1.5. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.
- 2. Associate Professor:**
- 2.1. Ph.D. Degree with First Class at Bachelor's or Master's Degree in the Biotechnology branch of Engg., & Tech./Applied Biological sciences, and experience of 5 years in teaching, research and / or industry at the level of Lecturer or equivalent grade, excluding period spent on obtaining the research degree
OR
 - 2.2. applicable only to candidates from industry and the profession
 - 2.3.1. First Class Master's Degree in the appropriate branch of Engg., & Tech./Applied Biological Sciences;
 - 2.3.2. Significant professional work which can be recognized* as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial / professional experience of 3 years in a position equivalent to the level of Lecturer.
(*This recognition shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University).
 - 2.3. Teaching, research industrial and / or professional experience in a reputed organization;

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 2.4. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
 - 2.5. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
 - 2.6. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.
- 3. Professor:**
- 3.1. Ph.D. Degree with First Class at Bachelor's or Master's Degree in the Biotechnology branch of Engg., & Tech. / Applied Biological Sciences, and experience of 10 years in teaching, research and / or industry, out of which at least 5 years at the level of Assistant Reader or equivalent grade.

OR
 - 3.2. applicable only to candidates from industry and the profession
 - 3.2.1. First Class Master's Degree in the appropriate branch of Engg., & Tech. / Applied Biological Sciences;
 - 3.2.2. Significant professional work which can be recognized* as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech. / Applied Biological Sciences, and industrial / professional experience of 10 years, out of which at least 5 years at a senior level of Assistant Professor / Reader;
(*This recognition shall be valid only if the same is recommended unanimously by a 3 Member Committee of Experts appointed by the Vice-Chancellor of the University).
 - 3.3. Teaching, research industrial and / or professional experience in a reputed organization;
 - 3.4. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
 - 3.5. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
 - 3.6. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities;
 - 3.7. Capacity to undertake / lead sponsored R&D, consultancy and related activities;
 - 3.8. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.
- 3. PHARMACY DISCIPLINE:**
- 1. Assistant Professor**
 - 1.1. Basic degree in pharmacy (B.Pharm).
 - 1.2. Registration as a pharmacist under the Pharmacy Act.
 - 1.3. First Class Master's Degree in appropriate branch of specialization in Pharmacy;
 - 1.4. Besides fulfilling the above qualifications, candidates should have cleared the eligibility test (NET/SLET/SET) for lecturers conducted by the UGC, CSIR or similar test accredited by the UGC

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 1.5 A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.

2. Associate Professor:

- 2.1. Basic degree in pharmacy (B. Pharm).
- 2.2. Registration as a pharmacist under the Pharmacy Act.
- 2.3. Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of specialization in Pharmacy, and experience of 5 years in teaching, research, industry and / or profession at the level of Lecturer or equivalent grade; excluding period spent on obtaining the research degree.

OR

- 2.4. applicable only to candidates from industry and the profession
 - 2.4.1. First Class Master's Degree in the appropriate branch of specialization in Pharmacy
 - 2.4.2. Significant professional work which can be recognized* as equivalent to a Ph.D. Degree in appropriate branch of specialization in Pharmacy and industrial / professional experience of 5 years in a position equivalent to the level of Lecturer.
(*This recognition shall be valid only if the same is recommended unanimously by a 3 Member Committee of Experts appointed by the Vice-Chancellor of the University).
 - 2.4.3. Teaching, research industrial and / or professional experience in a reputed organization;
 - 2.4.4. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
 - 2.4.5. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
 - 2.4.6. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.

3. Professor:

- 3.1. Basic degree in pharmacy (B. Pharm).
- 3.2. Registration as a pharmacist under the Pharmacy Act.
- 3.3. Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of specialization in Pharmacy, and experience of 10 years in teaching, research, industry and / or profession at the level of Lecturer or equivalent grade;

OR

- 3.4. applicable only to candidates from industry and the profession
 - 3.4.1. First Class Master's Degree in the appropriate branch of specialization in Pharmacy
 - 3.4.2. Significant professional work which can be recognized* as equivalent to a Ph.D. Degree in appropriate branch of specialization in Pharmacy and industrial / professional experience of 5 years at a senior level comparable to Assistant Professor / Reader.
(*This recognition shall be valid only if the same is recommended unanimously by a 3 Member Committee of Experts appointed by the Vice-Chancellor of the University).

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 3.5. Teaching, research industrial and / or professional experience in a reputed organization;
- 3.6. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
- 3.7. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
- 3.8. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities;
- 3.9. Capacity to undertake / lead sponsored R&D, consultancy and related activities;
- 3.10. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.

4.4.9 QUALIFICATIONS PRESCRIBED FOR TEACHING POSITIONS IN THE REGULATIONS OF NCTE.

QUALIFICATIONS FOR B. ED. COURSE:

A. QUALIFICATIONS:

(i) PRINCIPAL / HEAD (in multi-faculty institution) :

- a. Academic and professional qualification will be as prescribed for the post of lecture; and
- b. Ph.D. in Education
- c. Ten years teaching experience out of which at least five years teaching experience in a Secondary Teacher Educational Institution
- d. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.

(ii) ASSISTANT PROFESSOR:

(a) Foundation Courses

- (i) Master's Degree in Science / Humanities / arts with 50% marks
- (ii) M. Ed. With at least 55% marks or its equivalent grade and
- (iii) Any other stipulation prescribed by the UGC in the general norms including a pass in NET/SLET/SET prescribed in these regulations shall be mandatory
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.

OR

- i) M. A. in Education with 55% marks or its equivalent grade
- ii) B. Ed. with at least 55% marks and
- iii) Any other stipulation prescribed by the UGC in the general norms including a pass in NET/SLET/SET prescribed in these regulations shall be mandatory
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.

(b) Methodology Courses

- (i) Master's degree in subject with 50% marks
- (ii) M. Ed. degree with at least 55% marks or its equivalent grade and
- (iii) Any other stipulation prescribed by the UGC in the general norms including a pass in NET/SLET/SET prescribed in these regulations shall be mandatory
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.

QUALIFICATIONS FOR M. Ed. COURSE

PROFESSOR / HEAD:

- (i) Master's Degree in Arts / Humanities / Sciences / Commerce and M. Ed. each with a minimum of 55% marks

OR

- M. A. (Education) with 55% marks and B. Ed each with a minimum of 55% marks
- (ii) Ph. D. in Education and
- (iii) At least 10 years of teaching experience in University department of education or College of Education of which a minimum of 5 years at the M. Ed. level with published work in the area of his specialization.
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.

ASSOCIATE PROFESSOR:

- (i) Master's Degree in Arts / Humanities / Sciences / Commerce and M. Ed. each with a minimum of 55% marks or its equivalent grade OR
M. A. (Education) and B. Ed each with a minimum of 55% marks
- (ii) Ph. D. in Education and
- (iii) At least 5 years of teaching experience in University department of education or College of Education which a minimum of 3 years at the M. Ed. level and published work in his area of specialization.
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.

ASSISTANT PROFESSOR:

- (i) Master's Degree in Arts / Humanities / Sciences / Commerce and M. Ed. each with a minimum of 55% marks or its equivalent grade OR
M. A. (Education) and B. Ed each with a minimum of 55% marks
- (ii) Any other stipulation prescribed by the UGC in the general norms including a pass in NET/SLET/SET prescribed in these regulations shall be mandatory
- (iii) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.

QUALIFICATIONS FOR M. P. Ed. COURSE:

QUALIFICATIONS

PROFESSOR:

- (i) Master's Degree in Physical Education with a minimum of 55% marks or its equivalent grade
- (ii) Ph.D. in Physical Education or equivalent published work
- (iii) At least ten years teaching / research experience in a department / college of Physical Education out of which at least 5 years in the post graduate institution / University department
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.

ASSOCIATE PROFESSOR:

- (i) Master's Degree in Physical Education with a minimum of 55% marks or its equivalent grade
- (ii) At least five years teaching / research experience in a department / college of Physical Education out of which at least 3 years in the post graduate level (iii) Ph.D. in Physical Education
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.

ASSISTANT PROFESSOR:

- (i) Master's degree in Physical Education with at least 55% marks or its equivalent grade and
- (ii) Any other stipulation prescribed by the UGC in the general norms including a pass in NET/SLET/SET prescribed in these regulations shall be mandatory
- (iii) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations shall be a mandatory requirement.

QUALIFICATIONS FOR B.Ed and M. Ed. COURSE (Through ODL):

QUALIFICATION OF THE ACADEMIC STAFF:

The academic and professional qualification of the academic staff shall be the same as prescribed in the case of the regular programmes for corresponding programmes offered through the face –to-face mode. In addition, the faculty with qualification / experience in the ODL system should be preferred.

4.5.0 MINIMUM QUALIFICATIONS FOR DIRECT RECRUITMENT TO THE POSTS OF LIBRARIAN, DEPUTY LIBRARIAN AND UNIVERSITY ASSISTANT LIBRARIAN/ COLLEGE LIBRARIAN

4.5.1 UNIVERSITY LIBRARIAN

- i. Master's degree in Library Science /Information Science with at least 55% of the marks or its equivalent grade for 55% where grading system is practiced.
- ii. A Ph.D. degree in the above discipline and / or allied discipline with a consistently good academic record;

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- iii. A minimum of 15 years of teaching/librarian experience of which at least 5 years experience as a Deputy Librarian in a University Library or 10 years' experience as Assistant Librarian in the University or as College Librarian.
- iv. Evidence of innovative library service and organization of published work and ICT modernization of library. Evidence of published work with a minimum of 5 books and / or publications in indexed/ISBN/ISSN numbered journals/books and University developed ISBN/ISSN numbered list of journals hosted on the website of the concerned University.
- v. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations.

4.5.2 UNIVERSITY DEPUTY LIBRARIAN

- i. Master's degree in Library Science/Information Science / Documentation Science with at least 55% of the marks or its equivalent grade for 55%, where grading system is practiced.
- ii. A Ph.D. degree in the above discipline or allied discipline with a consistently good academic record.
- iii. A minimum of 10 years of teaching/ Library experience with at least 5 years as an Assistant University Librarian / College Librarian.
- iv. Evidence of innovative library services, organization and computerization of library.
- v. Evidence of published work with a minimum of 5 publications in indexed/ISBN/ISSN journals and / or ISBN/ISSN numbered books and University developed ISBN/ISSN numbered list of journals hosted on the website of the concerned University.
- vi. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations.

4.5.3 UNIVERSITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN

- i. Master's degree in Library Science / Information Science / Documentation Science or an equivalent professional degree with at least 55% of the marks or its equivalent grade of 55% marks where grading system is practiced and a consistently good academic record with knowledge on computerization of library.
- ii. Qualifying in the National Eligibility Test (NET) or other accredited test like SLET/ SET in Library Science conducted for the purpose by the UGC or any other agency approved by the UGC.
- iii. Holders of Ph.D. Degree as on the date of Notifications of these Regulations, along with those candidates who are awarded a Ph.D. degree through a process of admission, registration, course work and external evaluation as laid down in the UGC (Minimum Standards and Procedure for award of M.Phil./Ph.D Degree), Regulations, 2009 and so adopted by the university shall be exempted from NET/SLET/SET.

4.6.0 MINIMUM QUALIFICATIONS FOR THE POSTS OF DIRECTOR OF PHYSICAL EDUCATION, DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND ASSISTANT DIRECTOR OF PHYSICAL EDUCATION / COLLEGE DIRECTOR OF PHYSICAL EDUCATION

4.6.1 UNIVERSITY DIRECTOR OF PHYSICAL EDUCATION

- (i) PhD in Physical Education or allied discipline.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (ii) A minimum of 15 years of Physical education/ Sports experience of which at least 5 years as University Deputy Director of Physical Education or ten years as University Assistant DPE/ College DPE.
- (iii) Evidence of organizing competitions and conducting a minimum of ten coaching camps.
- (iv) Evidence of having produced good performance teams/athletes at inter university/ combined university and at higher level etc and of having guided Ph.D./M.Phil. Candidates for research.
- (v) Evidence of Published work with a minimum of 10 books and / or publications in indexed / ISBN/ISSN numbered journals and / or ISBN/ISSN numbered books and the University developed and ISBN/ISSN numbered list of journals hosted on the website of the concerned University.
- (vi) A minimum score in the Academic Performance Indicator (API) based a Performance Based Appraisal System (PBAS) developed by UGC in these Regulations.

4.6.2 UNIVERSITY DEPUTY DIRECTOR OF PHYSICAL EDUCATION

- (i) Ph.D. in Physical Education/Sports Science. In addition, shall also possess at least 55% of the marks or an equivalent grade at the Master's Degree level wherever grading system is followed.
- (ii) A minimum of 10 years' teaching/ Physical education/sports experience of which at least 5 years as University Assistant DPE/College DPE.
- (iii) Evidence of having organized competitions and conducted a minimum of FIVE coaching camps of at least two weeks' duration.
- (iv) Evidence of having produced good performance teams/athletes for competitions like state / national / inter-university / combined university, etc.
- (v) Passed the physical fitness test.
- (vi) Evidence of published work with a minimum of 5 books and/or publications in indexed ISBN/ISSN numbered journals and /or ISBN/ISSN numbered books and the University developed ISBN/ISSN numbered list of journals hosted on the website of the concerned University.
- (vii) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) developed by UGC in these Regulations.

4.6.3 University Assistant Director of Physical Education / College Director of Physical Education

- (i) Master's degree in Physical Education or Master's degree in Sports Science with at least 55% of the marks or its equivalence in a grade point scale with a consistently good academic record.
- (ii) Record of having represented the university / college at the inter-university / intercollegiate competitions or the State and/ or national championships.
- (iii) Passed the physical fitness test.
- (iv) Qualifying in the National Eligibility Test (NET) or other accredited test like SLET/ SET in Physical Education conducted for the purpose by the UGC or any other agency approved by the UGC.

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- (v) Holders of Ph.D. degree as on the date of Notification of these Regulations, along with those candidates who are awarded a Ph.D. degree through a process of admission, registration, course work and external evaluation as laid down in the UGC (Minimum Standards and Procedure for award of M.Phil/Ph.D Degree), Regulations, 2009 and so adopted by the university shall be exempted from NET/SLET/SET.

4.6.4 Physical Fitness Test Norms:

NORMS FOR MEN			
12 MINUTES RUN/WALK TEST			
Up to 30 years	Up to 40 years	Up to 45 years	Up to 50 years
1800 metres	1500 metres	1200 metres	800 metres

NORMS FOR WOMEN			
8 MINUTES RUN / WALK TEST			
Up to 30 years	Up to 40 years	Up to 45 years	Up to 50 years
1000 Metres.	800 metres.	600 metres.	400 metres.

- 4.7. Since UGC has prescribed the above qualifications for teaching positions in all higher education institutions for maintenance of minimum standards in consultation with the Statutory Councils governing the approval of courses respectively, any future modification in qualifications brought about by appropriate Statutory Councils for appointment of teachers in universities/colleges offering such courses coming under the purview of appropriate Statutory Councils will automatically be considered as adopted by UGC as the prescribed qualifications for those teachers of such courses.

5.0.0 SELECTION COMMITTEES AND GUIDELINES ON SELECTION PROCEDURES:

The University Grants Commission has evolved the following guidelines on (a) Constitution of Selection Committees for selection of Assistant Professor, Associate Professor, Professor, Assistant Librarian, Deputy Librarian, Librarian, Assistant Director of Physical Education, Deputy Director of Physical Education and Director of Physical Education and (b) specified selection procedures for direct recruitment and Career Advancement Schemes Regulations for teachers in universities and colleges.

5.5.0 Selection Committee Specifications:

5.5.1 Assistant Professor in the University:

At the University level, all selections must be done with the Vice Chancellor or Acting Vice Chancellor as the Chairperson of the Selection Committee.

1. The Vice Chancellor to be the Chairperson of the Selection Committee.
2. Three experts in the concerned subject out of the panel of names recommended by the Vice Chancellor and approved by the relevant statutory body of the university concerned, at least one of whom to be drawn from the panel of subject experts developed by UGC and hosted in its web-site
3. Dean of the concerned Faculty, wherever applicable
4. Head/Chairperson of the Department/School.
5. An academician nominated by the Visitor/Chancellor, wherever applicable.
6. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.

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At least four members, including two outside subject experts shall constitute the quorum.

5.1.2 Associate Professor in the University

The Selection Committee should have the following composition:

1. Vice Chancellor to be the Chairperson of the Selection Committee.
2. An academician who is the nominee of the Visitor/Chancellor, wherever applicable.
3. Three experts in the concerned subject/field out of the panel of names recommended by the Vice Chancellor and approved by the relevant statutory body of the university concerned, at least one of whom to be drawn from the panel of subject experts developed by UGC and hosted in its web-site
4. Dean of the faculty, wherever applicable.
5. Head/Chairperson of the Department/School.
6. An academician representing SC/ST/OBC/ Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the VC, if any of the above members of the selection committee do not belong to that category.

At least four members, including two outside subject experts, shall constitute the quorum.

5.1.3 Professor in the University

The composition of the Selection Committee for the post of Professor shall be similar in composition as that for the post of Associate Professor.

5.1.4 Assistant Professor in Colleges including Private Colleges:

1. Chairperson of the Governing Body of the college or his/her nominee from among the members of the Governing body to be the Chairperson of the Selection Committee.
2. The Principal of the College.
3. Head of the Department of the concerned subject.
4. Two nominees of the Vice Chancellor of the affiliating university of whom one should be a subject expert.
5. Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names approved by the relevant statutory body of the university concerned.
6. An academician representing SC/ST/OBC/ Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the VC, if any of the above members of the selection committee do not belong to that category.

The quorum for the meeting should be five of which at least two must be from out of the three subject-experts.

For Government colleges, the State Public Services Commissions /Teacher Recruitment Boards must invite three subject experts for which involving the concerned University, be involved in the selection process by the State PSC.

5.1.5 In the case of posts of Associate Professor and Professors in Colleges, the Committee shall consist of

1. The Chairperson of the Governing Body or his or her nominee, from among the members of the Governing body to be the Chairperson of the Selection Committee;
2. The Principal of the College,
3. The Head of the Department of the concerned subject from the college.
4. Two University representatives nominated by the vice chancellor, one of whom will be the Dean of College Development Council or equivalent position in the University, and the other must be expert in the concerned subject;
5. Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names approved by the by the relevant statutory body of the university concerned.
6. An academician representing SC/ST/OBC/ Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the VC, if any of the above members of the selection committee do not belong to that category.

The quorum for the meeting should be five of which at least two must be from out of the three subject-experts

5.1.6 College Principal

1. Chairperson of the Governing Body as Chairperson.
2. Two members of the Governing Body of the college to be nominated by the Chairperson of whom one shall be an expert in academic administration.
3. One nominee of the Vice Chancellor who shall be a Higher Education expert.
4. Three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body of the college) out of a panel of six experts approved by the by the relevant statutory body of the university concerned.
5. An academician representing SC/ST/OBC/ Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the VC, if any of the above members of the selection committee do not belong to that category.

At least five members, including two experts, should constitute the quorum.

All the selection procedures of the selection committee shall be completed on the day of the selection committee meeting itself, wherein minutes are recorded along with scoring proforma and recommendation made on the basis of merit with the list of selected & waitlisted candidates/ Panel of names in order of merit, duly signed by all members of the selection committee.

The term of appointment of the college principal shall be FIVE years with eligibility for reappointment for one more term only after a similar selection committee process.

5.1.7 Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education, Librarians, Deputy Librarians and Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor respectively, except that the concerned expert in Physical Education or Sports Administration or Library, practicing Librarian/Physical Director, as the case may be, shall be associated with the Selection Committee as one of the subject experts.

6.0.0 SELECTION PROCEDURES:

- 6.0.1 The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on weightages given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system proforma, based on the Academic Performance Indicators (API) as provided in this guideline as Appendix III with Tables I-III.

In order to make the system more credible, universities may assess the ability for teaching and/or research aptitude through a seminar or lecture in a class room situation or discussion on the capacity to use latest technology in teaching and research at the interview stage. These procedures can be followed for both direct recruitment and CAS promotions wherever selection committees are prescribed in these Regulations.

- 6.0.2 The Universities shall adopt these Regulations for selection committees and selection procedures through their respective statutory bodies and develop a 'Performance Based Appraisal System (PBAS)' at the institutional level for University Departments and their constituent colleges/ affiliated colleges (Government/Government-aided/Autonomous/Private Colleges) to be followed transparently in all the selection processes. A model PBAS scoring proforma for direct recruitment and for Career Advancement Schemes Regulations (CAS) based on API scoring system developed in these Regulations is enclosed for adoption by universities to facilitate comparable quality methodology across the universities in the country and to facilitate overall improvement in teacher quality in higher education institutions of the country (Tables IV).

6.0.3 UGC observer in the selection committee for the post of Associate Professor/Professor under CAS .

The University should write for nomination of an observer to the Secretary, University Grants Commission, Bahadur Shah Zafar Marg, New Delhi-110 002, at least 21 days prior to the date of the meeting of the selection committee and UGC shall nominate one observers within 10 days of the receipt of the request from the University. The UGC observer shall submit his/her written report to the Vice-Chancellor of the University concerned in the proforma prescribed by the UGC immediately after the selection committee meetings is over. The University shall place the report of the observer along with the proceeding of the selection committee before the Syndicate /Executive Council/Board of Management. If there is difference of opinion between the comments of the UGC observer and the decision of the Executive Council/ Board of Management/Syndicate, the same shall be reported by the University to the UGC with justification. In such cases the promotions/appointments shall be given effect to by the University only after the approval of the UGC is obtained. The UGC observer shall not be part of selection process; however, he/she will sit along with the members of the selection committee to ensure that the prescribed procedures as per the Regulations has been followed. The concerned University shall pay TA/DA and honorarium to the UGC observer as per the UGC norms.

- 6.0.4 In all the selection Committees of direct recruitment of teachers and other academic staff in universities and colleges, an academician representing SC/ST/OBC/ Minority/Women/ Differently-abled categories, if any of candidates representing these categories is the applicant and if any of the members of the selection committee do not belong to that category, has to be nominated by the vice chancellor. The academician so nominated for this purpose shall be one level above the cadre level of the applicant who shall ensure that the norms of Government of India/concerned State government is strictly followed in the selection process.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 6.0.5 Besides the indexed publications documented by various discipline-specific databases, the University concerned shall draw through committee(s) of subject experts and ISBN / ISSN experts (a) a comprehensive list of National /Regional level journals of quality in the concerned subject(s) and (b) a comprehensive list of vernacular language journals / periodicals / official publication volumes of language bodies and upload them up on the University website which are to be updated periodically. At the time of assessing the quality of publications of the candidates during their appointments/promotions, the selection committees shall have to be provided with the above two lists which could be considered by the selection committees along with the other discipline-specific databases.
- 6.0.6 The process of selection of Associate Professor should involve inviting the bio-data with the Performance Appraisal System format developed by the respective universities based on the guidelines developed in these Regulations and reprints of three major publications of the candidates. They need to be provided to the subject experts for assessment before the interview. The evaluation score of the publications provided by the experts shall be collated with the API scores while finalizing the outcome of selection.
- 6.0.7 The process of selection of Professor should involve inviting the bio-data with the Performance Appraisal System format developed by the respective universities based on the guidelines developed in these Regulations and reprints of five major publications of the candidates. They need to be provided to the subject experts for assessment before the interview. The evaluation score of the publications provided by the experts shall be collated with the API scores while finalizing the outcome of selection.
- 6.0.7 In the case of selection of Professors who are from outside the academic stream and are considered under 4.1.0 (B), the universities must lay down clear and transparent procedures so that only outstanding professionals who can contribute substantially to the university knowledge system are selected in any discipline as per requirement.
- 6.0.8 The Academic Performance Indicator (API) scoring system in the process of selection of Principal should involve the following:
- Assessment of aptitude for teaching, research and administration
 - Ability to communicate clearly and effectively
 - Ability to plan, analyses and discuss curriculum development, research problems and college development/administration;
 - Ability to deliver lecture programmes to be assessed by requiring the candidate to participate in a group discussion or exposure to a class room situation by a lecture.
 - Analysis of the merits and credentials of the candidates on the basis of the Performance Based Appraisal System (PBAS) guidelines developed by the affiliating University based on these Regulations.
- 6.0.9 In the selection process for posts involving different nature of responsibilities in certain disciplines/areas, such as Music and Fine Arts, Visual arts and Performing arts, Physical education and Library, greater emphasis may be laid on the nature of deliverables indicated against each of the posts in these Regulations which need to be taken up by the concerned institution while developing API based PBAS methodology for both direct recruitment and CAS promotions.
- 6.0.10 The Internal Quality Assurance Cell (IQAC) established/to be established in all Universities/ Colleges as per UGC/ National Assessment Accreditation Council (NAAC) guidelines with the Vice Chancellor as Chairperson in the case of universities and Principal as Chairperson in case of colleges, shall act as the documentation and record-keeping Cell for the institution

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

including assistance in the development of the API based PBAS methodology outlined in these Regulations. It may also introduce, wherever feasible, the student feedback system as per the NAAC guidelines on institutional parameters without incorporating the component of Students' assessment of individual teachers, since the API system will satisfy that requirement.

- 6.0.11 A teacher who wishes to be considered for promotion under CAS may submit in writing to the university/college, with three months in advance of the due date, that he/she fulfils all qualifications under CAS and submit to the university/college the Performance Based Appraisal System proforma as evolved by the concerned university duly supported by all credentials as per the API guidelines developed in these Regulations (vide Para 6.0.1 and 6.0.2). In order to avoid delays in holding Selection committees in various positions under CAS, the University/College should immediately initiate the process of screening/selection and complete the process within 6 months from the date of application.
- 6.0.12 Candidates who do not fulfill the minimum score requirement under the API Scoring System proposed in the Regulations as per Appendix III- Tables II(a & b) or those who obtain less than 50% in the expert assessment of the selection process will have to be reassessed only after a minimum period of one year. The date of promotion shall be the date on which he/she has successfully got re-assessed.
- 6.1.0 The minimum norms of Selection Committees and Selection procedures as well as API scores requirements for the above cadres either through direct recruitment or through Career Advancement Schemes Regulations should be basically similar. However, since teachers recruited directly can be from different backgrounds and institutions, Table II(c) of Appendix III provides norms for direct recruitment of teachers to different cadres, while Tables II (a) and Table II(b) provide for CAS promotions of teachers in universities and colleges respectively, which accommodate these differences.
- 6.2.0 While the API Tables I and III shall also be applicable to the selection of Professors/ Associate Professors /Assistant Professors; Directors/ Deputy Directors/ Assistant Directors of Physical Education; Librarians/ Deputy Librarians and Assistant Librarians for both direct recruitment as well as Career Advancement Promotions, the ratio / percentage of minimum requirement of category-wise API Score to each of the cadres shall vary from those for university teachers and for UG/PG College Teachers, as given in Table II (a & b) of Appendix-III.
- 6.2.1 The API based system through the PBAS proforma for CAS promotions is to be implemented only in a prospective manner from the academic year 2009-10 initially based on the annualized API scores earned by the teachers as depicted in Table II (a) and Table II (b) . This annual API scores can be compounded prospectively as and when the teachers become eligible for CAS promotion to the next cadre with the multiplication factor of years of service required to apply for CAS promotion. (e.g. If a teacher is eligible for CAS promotion in 2009, one year API score of 2008-09 only is required; If a teacher is eligible for CAS promotion in 2010, then 2 years API scores of 2008-09 and 2009-10 cumulatively would be required and so on).
- 6.3.0 The Selection Committee specifications as delineated in Sections 5.1.0 to 5.1.7 are applicable to all direct recruitments of Faculty Positions and Career Advancement promotions of Assistant Professor with AGP of Rs 8000 to Associate Professor and to that of Associate Professor to Professor.
- 6.3.1 CAS promotions of Assistant Professors from one AGP to the higher AGP shall be conducted by a " Screening cum Evaluation Committee" adhering to the norms laid out as API and PBAS in Table I to III of Appendix-III.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

6.3.2 The “Screening cum Evaluation Committee” for CAS promotion of assistant professors/ equivalent cadres in Librarians/Physical Education from one AGP to the other higher AGP shall consist of -

6.3.2.1 For University teachers:

- a. The Vice Chancellor as the Chairperson of the Selection Committee
- b. The Dean of the concerned Faculty
- c. The Head of the Department /Chairperson of the School
- d. One subject expert in the concerned subject nominated by the Vice Chancellor from the University panel of experts.

6.3.2.2. For College teachers:

- a. The Chairman of the Governing body of the College or the Director of Higher education / collegiate education at the State level (in the case of Govt. colleges) or his nominee not below the rank of principal as the chairperson of the selection committee.
- b. Principal of the college.
- c. Head of the concerned department from the college.
- d. One subject expert in the concerned subject nominated by the Vice Chancellor from the university panel of experts.
- e. The quorum for these committees in both categories shall be three including the one subject expert/ university nominee need to be present.

6.3.3 The Screening cum Evaluation Committee on verification/evaluation of API score secured by the candidate through the ‘PBAS’ methodology designed by the respective university based on these Regulations and as per the minimum requirement specified in Tables II & III for each of the cadre of Assistant Professor, shall recommend to the Syndicate/ Executive Council /Board of Management of the University about the suitability of the promotion of the candidate(s) under CAS for implementation.

6.3.4 All the selection procedures outlined above shall be completed on the day of the selection committee meeting, wherein the minutes are recorded along with scoring proforma and recommendation made on the basis of merit and duly signed by all members of the selection committee.

6.3.5 CAS promotions being personal promotion to the incumbent teacher holding a substantive sanctioned post, on superannuation of the individual incumbent, the said post shall revert back to its original cadre.

6.3.6 The incumbent teacher must be on the role and active service of the Universities/Colleges on the date of consideration by the Selection Committee for Selection/CAS Promotion.

6.4.0 PAY SCALES, DESIGNATIONS AND STAGES OF PROMOTION UNDER CAS OF INCUMBENT AND NEWLY APPOINTED ASSISTANT PROFESSORS/ ASSOCIATE PROFESSORS/PROFESSORS

6.4.1 Persons entering the teaching profession in universities and colleges shall be designated as Assistant Professors and shall be placed in the Pay Band III of Rs.15600 – 39100 with AGP of Rs.6000. Lecturers already in service in the pre-revised scale of Rs.8000-13500, shall be re-designated as Assistant Professors with the said AGP of Rs.6000. Their CAS promotions would be subject to the norms laid out in 6.3.1 and 6.3.2.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 6.4.2 An Assistant Professor with completed service of four years, possessing Ph. D. degree in the relevant discipline shall be eligible, for moving to AGP of Rs.7000.
- 6.4.3 Assistant Professors possessing M.Phil degree or post-graduate degree in professional courses approved by the relevant statutory Body, such as LL.M / M.Tech etc. shall be eligible for the AGP of Rs.7000 after completion of 5 years service as Assistant Professor.
- 6.4.4 Assistant Professors who do not have Ph.D. or M.Phil or a Master degree in the relevant Professional course shall be eligible for the AGP of Rs.7000 only after completion of 6 years' service as Assistant Professor.
- 6.4.5 The upward movement from AGP of Rs.6000 to AGP of Rs.7000 for all Assistant Professors shall be subject to their satisfying other conditions as laid down by the UGC in these Regulations.
- 6.4.6 The pay of the incumbents to the posts of Lecturer (senior scale) (i.e. the unrevised scale of Rs.10,000-15200) shall be re-designated as Assistant Professor, and shall be fixed at the appropriate stage in Pay Band III of Rs.15600-39100 based on their present pay, with AGP of Rs.7000.
- 6.4.7 Assistant Professors with completed service of 5 years at the AGP of Rs.7000 shall be eligible, subject to other requirements laid down by these UGC Regulations, to move up to the AGP of Rs.8000.
- 6.4.8 Posts of Associate Professor shall be in the Pay Band IV of Rs.37400-67000, with AGP of Rs.9000. Directly recruited Associate Professors under these Regulations shall be placed in the Pay Band IV of Rs.37400-67000 with an AGP of Rs.9000, at the appropriate stage in the Pay Band in terms of the conditions of appointment.
- 6.4.9 Incumbent Readers and Lecturers (Selection Grade) who have completed 3 years in the current pay scale of Rs.12000-18300 on 1.1.2006 shall be placed in Pay Band III of Rs.37400-67000 with AGP of Rs.9000 and shall be re-designated as Associate Professor.
- 6.4.10 Incumbent Readers and Lecturers (Selection Grade) who had not completed three years in the pay scale of Rs.12000-18300 on 1.1.2006 shall be placed at the appropriate stage in the Pay Band of Rs.15600-39100 with AGP of Rs.8000 till they complete 3 years of service in the grade of Lecturer (Selection Grade)/ Reader, and thereafter shall be placed in the higher Pay Band III of Rs.37400-67000 and accordingly re-designated as Associate Professor.
- 6.4.11 Readers/Lecturers (Selection Grade) in service at present shall continue to be designated as Lecturer (Selection Grade) or Readers, as the case may be, until they are placed in the Pay Band of Rs.37400-67000 and re-designated as Associate Professor in the manner described in 6.4.9 and 6.4.10 above.
- 6.4.12. The incumbent Reader who is selected on or after 1.1.2006, shall be redesignated as Associate Professor from the date of his/her selection, and will be placed in the Pay Band IV of Rs.37400-67000 with AGP of Rs. 9000.
- 6.4.13. Assistant Professors completing 3 years of teaching in the AGP of Rs.8000 shall be eligible, subject to other API conditions prescribed by these Regulations, to move to the Pay Band IV of Rs.37400-67000 with AGP of Rs.9000 and to be designated as Associate Professor.
- 6.4.14. Associate Professor completing 3 years of service in the AGP of Rs.9000 and possessing a Ph.D. degree in the relevant discipline shall be eligible to be appointed and designated as Professor, subject to satisfying the required credit points as per API based on PBAS methodology provided in Appendix III, Table I-III stipulated in these Regulations through a duly constituted selection committee as suggested for the direct recruitment of Professor. No teacher other than those with a Ph.D. shall be promoted, appointed, or designated as Professor. The Pay Band IV for the post of Professors shall be Rs.37400-67000 with AGP of 10000.

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- 6.4.15. The incumbent Readers who have completed 6 years as Reader/Associate Professor on or after 1.1.2006, shall be eligible for promotion as Professor and to be placed in the Pay Band IV of Rs.37400-67000 provided one earns the required API score as per Tables I and II through the PBAS methodology stipulated in these Regulations.
- 6.4.16. In the case of Associate Professors in Colleges, promotion to the post of Professor under CAS shall be further subject to 6.5.1. and 6.5.2 of these Regulations. as given below.
- 6.4.17. The pay of a directly recruited Professor shall be fixed at a stage not below Rs.43000 in the Pay Band IV of Rs.37400-67000, with the applicable AGP of Rs.10000.
- 6.4.18. Ten percent of the posts of Professors in a university shall be in the higher AGP of Rs.12000, however, teachers promoted to the posts with higher AGP of Rs.12000, shall continue to be designated as Professor. Eligibility for elevation as a Professor in the higher Academic Grade Pay of Rs.12000, shall be a minimum of 10 years of teaching and research experience as professor either in the pre-revised scale of Professor's Pay of Rs.16400-22400 or the revised scale of Pay Band IV of Professor with AGP of Rs.10,000/- on satisfying the required API score as per Tables I and II through the PBAS methodology stipulated in these Regulations through a duly constituted Expert committee; As this AGP elevation for Professor is applicable to only university departments, additional credentials are to be evidenced by (a) post-doctoral research outputs of high standard; (b) awards / honours / recognitions / patents & IPR on products & processes developed / technology transfer achieved; and (c) Additional research degrees like D.Sc., D.Litt., LL.D etc., The selection is to be conducted by the university by receiving PBAS proformas from eligible professors based on seniority, three times in number of the available vacancies. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The assessment process shall be through an Expert-Committee evaluation of all credentials submitted along with duly filled PBAS proforma by eligible Professors as stipulated in Table-II(A) of Appendix-III for teachers in University departments. No separate interview need to be conducted for this category.
- 6.4.19 Discretionary award of advance increments for those who enter the profession as Associate Professors or Professors with higher merit, high number of research publications and experience at the appropriate level, shall be within the competence of the appropriate authority of the concerned University or recruiting institution while negotiating with individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other specific factors. Discretionary award of advance increments is not applicable to those entering the profession as Assistant Professor/ Assistant Librarian/ Assistant Director of Physical Education to those who are entitled for grant of advance increments for having acquired Ph. D/M. Phil/M. Tech etc.,
- 6.5.0. PROFESSORS IN UNDER GRADUATE AND POST GRADUATE COLLEGES:**
- 6.5.1. Ten percent of the number of the posts of Associate Professor in an Under Graduate College shall be that of Professors and shall be subject to the same criterion for selection / appointment as that of Professors in Universities provided that there shall not be more than one post of Professor in each Department; and provided further that One-fourth (25%) of the posts of Professor in UG Colleges shall be directly recruited or filled on deputation by eligible teachers and the remaining three-fourths (75%) of posts of Professors shall be filled by CAS promotion from among eligible Associate Professors of the relevant department of the Under Graduate College. Sanctioned posts include the posts approved under both direct recruitment and CAS promotion. Identification of posts of Professor in an Under Graduate

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

College for being filled through direct recruitment / deputation shall be carried out by the affiliating/concerned University acting in consultation with the College. Where the number of posts of Professor worked out as a percentage of the number of posts of Associate Professor for CAS promotion or direct recruitment/ deputation is not an integer, the same shall be rounded off to the next higher integer.

The selection process is to be conducted by the university by receiving PBAS proformas from eligible Associate Professors based on seniority and three times in number of the available vacancies. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The selection shall be conducted through the API scoring system with PBAS methodology and selection committee process stipulated in these Regulations for appointment of Professors; In the direct recruitment of the 25% of the posts, 'Rota-Quota system shall be followed starting with promotions. The direct recruitment quota shall be rotated in an alphabetical order.

- 6.5.2. There shall be one post of Professor in each Department of a Post-Graduate College which shall be subject to the same criterion for selection / appointment as that of Professors in Universities, provided that one-fourth (25%) of the posts of Professor shall be filled on deputation/direct recruitment from among eligible teachers and the remaining three-fourths (75%) of posts shall be filled through merit promotion from among the eligible Associate Professors in the relevant department of the Post-Graduate college. Identification of posts of Professor in a Post-Graduate College for being filled through direct recruitment/deputation shall be carried out by the affiliating/concerned University acting in consultation with the College. The decision regarding whether the posts of professor will be for CAS promotion or direct recruitment/ deputation shall be within the competence of the University acting in consultation with the College. Where the number of posts of professor for CAS promotion or direct recruitment / deputation worked out as a percentage of the total number of posts in a Post Graduate College is not an integer, the same shall be rounded off to the next higher integer.

The selection process is to be conducted by the university by receiving PBAS proformas from eligible Associate Professors based on seniority and three times in number of the available vacancies. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The selection shall be conducted through the API scoring system with PBAS methodology, selection committee process stipulated in these Regulations for appointment of Professors; In the direct recruitment of the 25% of the posts, 'Rota-Quota System' shall be followed starting with promotion. The direct recruitment quota shall be rotated in an alphabetical order.

6.6.0 PAY SCALES OF PRINCIPALS IN COLLEGES:

6.6.1 PRINCIPAL OF UNDER GRADUATE COLLEGES:

Appointments to the posts of Principal in Under Graduate Colleges shall be based on the conditions of eligibility in respect of educational qualifications and teaching / research experience laid down by the University Grants Commission in these Regulations, using the API scoring system and PBAS methodology developed. The posts of Principal in Under Graduate Colleges shall be in the Pay Band of Rs.37400-67000 with AGP of Rs.10000, plus a Special Allowance of Rs.2000 per month and shall also be fixed at a stage not below Rs.43,000 as in the directly recruited Professors. All Principals in service shall be appropriately fixed in the Pay Band with the AGP of Rs.10000

6.6.2 PRINCIPAL OF POST GRADUATE COLLEGES:

Appointments to the posts of Principal in Post Graduate Colleges shall be based on the conditions of eligibility in respect of educational qualifications and teaching / research experience laid down by the University Grants Commission in these Regulations, using the API scoring system and PBAS methodology developed. Posts of Principal in Post Graduate Colleges shall also be in the Pay Band of Rs.37400-67000 with AGP of Rs.10000, plus a Special Allowance of Rs.3000 per month and shall also be fixed at a stage not below Rs. 43000 as in the case of directly recruited Professors. All Principals in service shall be appropriately fixed in the Pay Band with the AGP of Rs.10000.

6.7.0 PAY SCALES AND CAREER ADVANCEMENT SCHEMES REGULATIONS FOR LIBRARIANS ETC.

6.7.1 ASSISTANT UNIVERSITY LIBRARIAN / COLLEGE LIBRARIAN:

- (i) Assistant Librarian / College Librarian in the pre-revised scale of pay of Rs.8000-13500 shall be placed in the Pay Band of Rs.15600-39100 with AGP of Rs.6000.
- (ii) All conditions of eligibility and academic qualifications laid down by the UGC as per these Regulations, shall be applicable for direct recruitment of Assistant University Librarian / College Librarian.

6.7.2 ASSISTANT UNIVERSITY LIBRARIAN (SR. SCALE) / COLLEGE LIBRARIAN (SR. SCALE):

- (i) Assistant University Librarian (Sr. Scale)/ College Librarian (Sr. Scale) in the pre-revised scale of pay of Rs.10000-15200 shall be placed in the Pay Band of Rs.15600-39100 with AGP of Rs.7000.
- (ii) Assistant University Librarian / College Librarian possessing Ph.D. in Library Science, after completing service of 4 years in the AGP of Rs.6000, and if otherwise eligible as per API scoring system, and PBAS methodology laid down by the UGC in these Regulations, shall be eligible for the higher AGP of Rs.7000 with the Pay Band of Rs.15600-39100.
- (iii) Assistant Librarian / College Librarian not possessing Ph.D. but only M.Phil. in Library Science at the entry level after completing service of 5 years in the AGP of Rs.6000, if otherwise eligible as per API scoring system and PBAS methodology laid down by the UGC in these Regulations, shall become eligible for the higher AGP of Rs.7000.
- (iv) After completing service of 6 years in the AGP of Rs.6000 Assistant Librarian / College Librarian without the relevant Ph.D. and M.Phil. shall, if otherwise eligible as per API scoring system and PBAS methodology laid down by the UGC in these Regulations, move to the higher AGP of Rs.7000.
- (v) The pay of the existing Assistant Librarian (Sr. Scale) / College Librarian (Sr. Scale) in the pre-revised scale of pay of Rs.10000-15200 shall be fixed in the Pay Band of Rs.15600-39100 with AGP of Rs.7000 at an appropriate stage based on their present pay.

6.7.3 DEPUTY LIBRARIAN / ASSISTANT LIBRARIAN (SELECTION GRADE) / COLLEGE LIBRARIAN (SELECTION GRADE):

- (i) Deputy Librarians who are directly recruited shall be placed in the Pay Band of Rs.15600-39100 with AGP of Rs.8000

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (ii) On completion of service of 5 years, Assistant Librarian (Sr. Scale) / College Librarian (Sr. Scale) shall be eligible for the post of Deputy Librarian/ equivalent posts in Pay Band of Rs.15600–39100, with Academic Grade Pay of Rs.8,000, subject to their fulfilling other conditions of eligibility (such as Ph.D. degree etc. for Deputy Librarian) as per API scoring system based PBAS methodology laid down by the UGC for CAS promotion in these Regulations. They shall be designated as Deputy Librarian / Assistant Librarian (Selection Grade) / College Librarian (Selection Grade), as the case may be.
- (iii) After completing 3 years in the Pay Band of Rs.15600-39100 with an AGP of Rs.8000, Deputy Librarians /equivalent positions shall move to the Pay Band of Rs.37400-67000 and AGP of Rs.9000, subject to fulfilling other conditions of eligibility as per API scoring system and PBAS methodology laid down by the UGC for CAS promotion in these Regulations, as per clause: 6.3.1 and 6.3.2.
- (iv) Assistant Librarians (Sr. Scale) in universities/ College Librarians (Sr. Scale) in the AGP of Rs.7000 not possessing Ph.D. in Library Science but who fulfill other criteria prescribed by the UGC for CAS promotion in these Regulations, as per clause 6.3.1 and 6.3.2, shall also be eligible for being placed in the AGP of Rs.8000.
- (v) Incumbents to the posts of Deputy Librarian / Assistant Librarian (Selection Grade)/ College Librarian (Selection Grade) who have completed three years in the pre-revised pay scale of Rs.12000-18300 on 01.01.2006 shall be fixed at an appropriate stage in the Pay Band of Rs.37400-67000 with an AGP of Rs.9000. They shall continue to be designated as Deputy Librarian / Assistant Librarian (Selection Grade)/College Librarian (Selection Grade)
- (vi) Incumbents to the posts of Deputy Librarian / Assistant Librarian (Selection Grade) / College Librarian (Selection Grade) who have not completed the requirement of three years in the pre-revised pay scale of Rs.12000-18300, for being eligible to be placed in the higher Pay Band of Rs.37400-67000, shall be placed at an appropriate stage with Academic Grade Pay of Rs.8000 till they complete three years of service as Deputy Librarian / Assistant Librarian (Selection Grade)/College Librarian (Selection Grade)
- (vii) Pay in regard to the directly recruited Deputy Librarians shall be initially fixed in Pay Band Rs.15600-39100 with AGP of Rs.8000. They shall move to the Pay Band of Rs.37400-67000 with AGP of Rs.9000 after completing three years of service in the AGP of Rs.8000.
- (viii) The conditions of eligibility and academic qualifications prescribed by the UGC in these Regulations, shall be adopted for direct recruitment to the post of Deputy Librarian.

6.7.4 LIBRARIAN (UNIVERSITY):

- (i) The post of Librarian shall be in the Pay Band of Rs.37400-67000 with the Academic Grade Pay of Rs.10000.
- (ii) The conditions of eligibility and academic qualifications prescribed by the UGC in these Regulations, shall be adopted for appointment to the post of Librarian (University)
- (iii) Deputy Librarian completing service of three years in the AGP of Rs.9000 and otherwise eligible as per the API scoring system and PBAS methodology developed in these Regulations, with a PhD qualification shall also be eligible to be considered for appointment to the post of Librarian through open recruitment.
- (iv) Incumbent Librarian (University) shall be placed at the appropriate stage as per the 'fixation formula' provided as Appendix-II in the Pay Band of Rs.37400-67000 with AGP of Rs.10000

6.8.0 PAY SCALES AND CAREER ADVANCEMENT SCHEMES REGULATIONS FOR PHYSICAL EDUCATION PERSONNEL

6.8.1 ASSISTANT DIRECTOR OF PHYSICAL EDUCATION (ASSISTANT DPE)/ COLLEGE DIRECTOR OF PHYSICAL EDUCATION (COLLEGE DPE):

- (i) The Assistant Director of Physical Education / College DPE in the pre-revised pays scale of Rs.8000-13500 shall be placed in the Pay Band of Rs.15600-39100 with AGP of Rs.6000.
- (ii) Pay of Incumbent Assistant Directors of Physical Education / College DPE shall be fixed at an appropriate stage in the Pay Band of Rs.15600-39100 with an AGP of Rs.6000, in accordance with the 'fixation formula' provided in Appendix-II
- (iii) All conditions of eligibility and academic qualifications laid down by the UGC in these Regulations, shall be applicable for direct recruitment of Assistant Director of Physical Education / College DPE.

6.8.2. ASSISTANT DIRECTOR OF PHYSICAL EDUCATION (SENIOR SCALE)/ COLLEGE DPE (SENIOR SCALE):

- (i) Assistant Directors of Physical Education (Senior Scale) / College DPE (Senior Scale) in the pre-revised pay scale of Rs.10000 – 15200 shall be placed in the Pay Band of Rs.15600-39100 with AGP of Rs.7000.
- (ii) Assistant Directors of Physical Education (Senior Scale) / College DPE (Senior Scale) possessing Ph.D. in Physical Education at the entry level of Assistant DPE / College DPE in the AGP of Rs.6000 shall, after completing service of four years in the AGP of Rs.6000, and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations, shall move to higher AGP of Rs.7000 in the Pay Band of Rs.15600-39100 as per clause 6.3.1 and 6.3.2.
- (iii) Assistant Directors of Physical Education (Senior Scale) / College DPE (Senior Scale) possessing M.Phil. in Physical Education at the entry level of Assistant DPE / College DPE in the AGP of Rs.6000 shall, after completing service of the five years in the AGP of Rs.6000, be eligible for the higher AGP of Rs.7000 on satisfying the API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations as per clause 6.3.1 and 6.3.2.
- (iv) Assistant Directors of Physical Education / College DPEs without the relevant Ph.D. and M.Phil shall, after completing service of six years as Assistant Director of Physical Education / College DPE in the AGP of Rs.6000, and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations shall be placed in the AGP of Rs.7000 as per clause 6.3.1 and 6.3.2.
- (v) Pay of incumbent Assistant Directors of Physical Education (Senior Scale) / College DPE (Senior Scale) shall be fixed in Pay Band of Rs.15600-39100 at an appropriate stage in the AGP of Rs.7000, as per the 'fixation formula' provided in Appendix-II

6.8.3. DEPUTY DIRECTOR OF PHYSICAL EDUCATION / ASSISTANT DIRECTOR OF PHYSICAL EDUCATION (SELECTION GRADE) / COLLEGE DIRECTOR OF PHYSICAL EDUCATION (SELECTION GRADE)

- (i) After completing service of five years in the Pay Band of Rs.15600-39100 with the AGP of Rs.7000 and subject to satisfying API scoring system and PBAS methodology prescribed by the UGC in these Regulations, Assistant Director of Physical Education (Senior Scale) / College DPE (Senior scale) shall move to AGP of Rs.8000 in the Pay band of Rs.15600-39100. They shall be designated as Deputy Director of Physical Education / Assistant DPE (Selection Grade) / College DPE (Selection Grade), as the case may be.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (ii) After completing service of three years in the Pay Band of Rs.15600-39100 and the AGP of Rs.8000 and subject to satisfying API/ scoring system and PBAS methodology prescribed by the UGC in these Regulations, Deputy DPE/Assistant DPE (Selection Grade) College DPE (Selection Grade) shall move to the Pay Band of Rs.37400-67000 with the AGP of Rs.9000. They shall continue to be designated as Deputy DPE/ Assistant DPE (Selection Grade) / College DPE (Selection Grade)
- (iii) All incumbents to the post of Deputy DPE/Assistant DPE (Selection Grade)/ College DPE (Selection Grade) who have completed service of at least 3 years in the unrevised pay scale of Rs.12000-18300 as on 01-01-2006 shall be eligible to be fixed in the Pay Band of Rs.37400-67000 with AGP of Rs.9000.
- (iv) All incumbents to the post of Deputy DPE /Assistant DPE (Selection Grade/ College DPE (Selection Grade) whose services in the unrevised pay scale of Rs.12000-18300 fall short of three years which would have made them eligible to move to the higher pay band, shall be placed at an appropriate stage at the AGP of Rs.8000 in the pay band of Rs.15600-39000 till they complete the required service of 3 years as Deputy DPE / ADPE (Selection Grade) / College DPE (Selection Grade) in the unrevised pay scale.
- (v) Pay of the directly recruited Deputy DPE shall be initially fixed with the AGP of Rs.8000 in the Pay Band of Rs.15600-39100, and after completing three years of service directly recruited Deputy DPE and equivalent shall move to Pay Band Rs.37400-67000 with AGP of Rs.9000.

6.8.4 DIRECTOR OF PHYSICAL EDUCATION (UNIVERSITY):

- (i) Post of Director, Physical Education in Universities shall be in the Pay Band of Rs.37400-67000 with AGP of Rs.10000.
- (ii) Post of Director, Physical Education (University) shall continue to be filled through direct recruitment and the existing conditions of eligibility, i.e., the minimum qualification, number of years of relevant experience and other conditions prescribed by the UGC in these Regulations, shall be the eligibility for recruitment.
- (iii) Pay of the incumbent shall be fixed at the appropriate stage in the Pay Band of Rs.37400-67000 as per 'fixation formula' provided in appendix-II

7.0.0 SELECTION AND PAY SCALES OF PRO-VICE CHANCELLOR/VICE - CHANCELLOR OF UNIVERSITIES:

7.1.0.PRO-VICE-CHANCELLOR:

The Pro-Vice-Chancellor may be a whole time officer of the University and shall be appointed by the Executive Council on the recommendation of Vice-Chancellor.

7.2.0. The Pro-Vice-Chancellor shall hold office for a period which is co-terminus with that of Vice-Chancellor. These Regulations, for selection of Pro- Vice- Chancellor shall be adopted by the concerned University through their Act/Statute.

7.3.0. The posts of Pro-Vice Chancellor shall be in the Pay Band of Rs.37400-67000 with AGP of Rs.10000 or Rs.12000 as the case may be, along with a Special Allowance of Rs.4000 per month, subject to the condition that the sum total of pay in the Pay Band, the Academic Grade Pay and the Special Allowance shall not exceed Rs.80000.

7.4.0. VICE CHANCELLOR:

- i) Persons of the highest level of competence, integrity, morals and institutional commitment are to be appointed as Vice-Chancellors. The Vice-Chancellor to be appointed should be a distinguished academic, with a minimum of 10 years experience as Professor in a University system or 10 years experience in an equivalent position in a reputed research and / or academic administrative organization.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- ii) The selection of Vice-Chancellor should be through proper identification of a Panel of 3-5 names by a Search Committee through a public notification or nomination or a talent search process or a combination of all these processes. The members of the above Search Committee shall be persons of national eminence in the sphere of higher education and shall not be connected in any manner with the University concerned or its colleges. While preparing the panel, the search committee must give proper weightage to academic excellence, exposure to the higher education system in the country and abroad, and adequate experience in academic and administrative governance adopting a transparent process. In respect of State and Central Universities, the following shall be the constitution of the Search Committee.
- i. a nominee of the Visitor/Chancellor, who should be the Chairperson of the Committee.
 - ii. a nominee of the Chairman, University Grants Commission.
 - iii. a nominee of the Syndicate/ Executive Council / Board of Management of the University.
The Visitor/Chancellor shall appoint the Vice-Chancellor out of the Panel of names recommended by the Search Committee.
 - iii) The emoluments and other conditions of service of the Vice-Chancellor shall be prescribed in the Statutes of the Universities concerned in conformity with these UGC Regulations.
 - iv) The term of office of the Vice Chancellor in Central /State Universities shall be five years and shall not hold office beyond 70 years of age. There shall not be a reappointment of the Vice Chancellor for the second term in the same University. However, appointment for another term as Vice Chancellor is admissible in other Central/State University which shall be subject to the performance evaluation of the candidate during his/her previous term by the search committee and credibility/integrity report from the appropriate agencies.
 - v) The term of office of the Vice Chancellor shall form part of the service period of the incumbent concerned making him/her eligible for all service related benefits.

7.5.0. The Universities/State Governments shall modify or amend the relevant Act/Statutes of the Universities concerned within 6 months of adoption of these Regulations.

7.5.1. The posts of Vice-Chancellor shall carry a fixed pay of Rs.75000 along with a Special Allowance of Rs.5000 per month. All other eligibilities and facilities for the Vice Chancellor as provided in the Act/Statute of the concerned university shall be applicable besides the pay and special allowance.

8.0.0. INCENTIVES FOR Ph.D / M.Phil AND OTHER HIGHER QUALIFICATION:

8.1.0 Incentives for Ph.D./M.Phil. and other higher qualifications:

8.1.1 Five non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degree of Ph.D. awarded in a relevant discipline by the University following the process of admission, registration, course work and external evaluation as prescribed by the UGC.

8.1.2 M.Phil. degree holders at the time of recruitment to the post of Assistant Professor shall be entitled to two non-compounded advance increments.

8.1.3 Those possessing Post-graduate degree in the professional course such as LL.M./M.Tech/M.Arch/M.E/M.V.Sc/M. Pharma/M.D./Physiotherapy/Occupational Therapy, etc. recognized by the relevant statutory body / council, shall also be entitled to 2 non-compounded advance increments at the entry level.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 8.1.4 (i) Teachers who complete their Ph.D. Degree while in service shall be entitled to 3 non-compounded increments if such Ph.D. is in a relevant discipline of the discipline of employment and has been awarded by a University complying with the process prescribed by the UGC for enrolment, course work and evaluation, etc.
- (ii) However, teachers in service who have been awarded Ph.D. at the time of coming into force of this Schemes Regulations or having been enrolled for Ph.D. have already undergone course-work, if any, as well as evaluation, and only Notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of three non-compounded increments even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.
- 8.1.5 In respect of every other case, a teacher who is already enrolled for Ph.D. shall avail the benefit of three non-compounded increments only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both, as the case may be.
- 8.1.6 Teachers in service who have not yet enrolled for Ph.D. shall therefore derive the benefit of three non-compounded increments on award of Ph.D., while in service only if such enrolment is with a university which compiles with the entire process, including that of enrolment as prescribed by the UGC.
- 8.1.7 Teachers who acquire M.Phil. Degree or a post graduate degree in a professional course recognized by the relevant Statutory Body/Council, while in service, shall be entitled to one advance increment.
- 8.1.8 Five non-compounded advance increments shall be admissible to Assistant Librarian / College Librarian who are recruited at entry level with Ph.D. degree in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in Library Science.
- 8.1.9 (i) Assistant Librarian / College Librarian acquiring the degree of Ph.D. at any time while in service, in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation shall be entitled to three non-compounded advance increments.
- (ii) However, persons in posts of Assistant Librarian / College Librarian or higher positions who have been awarded Ph.D. in library science at the time of coming into force of this Schemes Regulations or having already undergone course-work, if any, as well as evaluation, and only Notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of three non-compounded increments even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.
- 8.1.10. In respect of every other case of persons in the posts of Assistant Librarian / College Librarian or higher positions who are already enrolled for Ph.D. shall avail the benefit of three non-compounded increments only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both, as the case may be.
- 8.1.11. Assistant Librarian / College Librarian and others in higher Library positions in service who have not yet enrolled for Ph. D. shall therefore derive the benefit of three non-compounded increments on award of Ph.D. while in service only if such enrolment is with a university which complied with the entire process, including that of enrolment as prescribed by the UGC.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 8.1.12. Two non-compounded advance increments shall be admissible for Assistant Librarian/ College Librarian with M.Phil. degree in Library Science at the entry level, Assistant Librarian / College Librarian and those in higher positions acquiring M. Phil. degree in Library Science at any time during the course of their service shall be entitled to one advance increment.
- 8.1.13. Five non-compounded advance increments shall be admissible to Assistant Director of Physical Education / College Director of Physical Education who are recruited at entry level with Ph.D. degree in the discipline of Physical Education from a university complying with the process prescribed by the UGC in respect of enrolment, course work and evaluation process for the award of Ph.D. in Physical Education.
- 8.1.14. Persons in posts of Assistant Director of Physical Education / College DPE or higher positions acquiring the degree of Ph.D. in the discipline of physical Education, at any time while in service from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation shall be entitled to three non-compounded advance increments.
- 8.1.15. However, persons in posts of Assistant Director of Physical Education / College DPE or higher positions who have been awarded Ph.D. in Physical Education at the time of coming into force of this Schemes Regulations or having been enrolled for Ph.D. in Physical Education have already undergone course –work, if any, as well as evaluation, and only Notificationss in regard to the award of Ph.D. is awaited, shall also be entitled to the award of three non-compounded increments even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.
- 8.1.16. In respect of every other case of persons in the posts of Assistant Director of Physical Education / College DPE or higher positions who are already enrolled for Ph.D. in Physical Education shall avail the benefit of three non-compounded increments only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both, as the case may be.
- 8.1.17. Assistant Director of Physical Education / College DPE and others in higher Physical Education positions in service who have not yet enrolled for Ph.D. shall therefore derive the benefit of three non-compounded increments on award of Ph.D. while in service, only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.
- 8.1.18. Two non-compounded advance increments shall be admissible for Assistant Director of Physical Education / College DPE with M.Phil. degree in Physical Education at the entry level. Assistant Director of Physical Education / College DPE and those in higher positions acquiring M.Phil. Degree in Physical Education at any time during the course of their service shall be entitled to one advance increment.
- 8.2.0. Notwithstanding anything in the foregoing clauses, those who have already availed the benefits of advance increments for possessing Ph.D. / M.Phil. at the entry level in the earlier Schemes /Regulations shall not be entitled to the benefit of advance increments under this Schemes/ Regulations.
- 8.2.1. Teachers, Library and Physical Education cadres who have already availed the benefits of increments as per existing policy for acquiring Ph.D. / M. Phil while in service, shall not be entitled to advance increments under this Schemes Regulations.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 8.2.3. For posts at the entry level where no such advance increments were admissible for possessing PhD/M. Phil under the earlier Schemes Regulations, the benefit of five advances for possessing PhD/M. Phil shall be available to only those appointments which have been made on or after the coming into force of this Schemes Regulations.

9.0.0 OTHER TERMS AND CONDITIONS

9.1.0 INCREMENTS

- 9.1.1 Each annual increment shall be equivalent to 3% of the sum total of pay in the relevant Pay Band and the AGP as applicable for the stage in the Pay Band.
- 9.1.2 Each advance increment shall also be at the rate of 3% of the sum total of pay in the relevant Pay Band and the AGP as applicable and shall be non-compoundable.
- 9.1.3 The number of additional increment(s) on placement at each higher stage of AGP shall be as per the existing Schemes Regulations of increment on promotion from lower Pay Scale to higher Pay Scale; however, in view of the considerable raise in effective pay between the two Pay Bands, there shall be no additional increment on movement from the Pay Band of Rs.15600-39100 to the Pay Band of Rs.37400-67000.
- 9.1.4 All issues relating to grant of advance increments to teachers engaged in engineering / technical courses in the university system shall be subject to recommendations of the Committee separately constituted by the Central Government for pay review of teachers in technical education.

9.2.0. ALLOWANCES:

- 9.2.1. Allowances such as Leave Travel Concession, Special Compensatory Allowances, Children's Education Allowance, Transport Allowance, House Rent Allowance, Deputation Allowance, Traveling Allowance, Dearness Allowance, area based Special Compensatory Allowance etc. as applicable to teachers and Library and Physical Education Cadres, shall be at par with the Central Government employees with the Centrally funded institutions and at par with the State Government employees with State funded institutions.
- 9.2.2. If the number of years required in a feeder cadre are less than those stipulated in these Regulations, thus entailing hardship to those who have completed more than the total number of years in their entire service for eligibility in the cadre, may be placed in the next higher cadre after adjusting the total number of years.

10.0. DUTY LEAVE, STUDY LEAVE, SABBATICAL LEAVE

10.1. DUTY LEAVE:

- (i) Duty leave of the maximum of 30 days in an academic year may be granted for:
- (a) Attending conferences, congresses, symposia and seminars on behalf of the university or with the permission of the university;
 - (b) delivering lectures in institutions and universities at the invitation of such institutions or universities received by the university, and accepted by the Vice Chancellor;
 - (c) working in another Indian or foreign university, any other agency, institution or organization, when so deputed by the university;
 - (d) participating in a delegation or working on a committee appointed by the Government of India, State Government, the University Grants Commission, a sister university or any other academic body, and
 - (e) For performing any other duty for the university.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (ii) The duration of leave should be such as may be considered necessary by the sanctioning authority on each occasion;
- (iii) The leave may be granted on full pay. Provided that if the teacher receives a fellowship or honorarium or any other financial assistance beyond the amount needed for normal expenses, he/she may be sanctioned duty leave on reduced pay and allowances; and
- (iv) Duty leave may be combined with earned leave, half pay leave or extraordinary leave.

10.2. STUDY LEAVE:

- (i) Study leave may be granted after a minimum of 3 years of continuous service, to pursue a special line of study or research directly related to his/her work in the university or to make a special study of the various aspects of university organization and methods of education.
- (ii) In respect of granting study leave with pay for acquiring Ph.D. in the relevant discipline while in service, the number of years to be put in after entry would be a minimum of two years or the years of probation specified in the university statutes concerned, keeping in mind the availability of vacant positions for teachers and other cadres in colleges and universities, so that a teacher and other cadres entering service without Ph.D. or higher qualification could be encouraged to acquire these qualifications in the relevant disciplines at the earliest rather than at a later stage of the career. This provision is subject to the guidelines given below.
- (iii) The paid period of study leave should be for 3 years, but 2 years may be given in the first instance, extendable by one more year, if there is adequate progress as reported by the Research Guide. Care should be taken that the number of teachers given study leave, does not exceed the stipulated percentage of teachers in any department. Provided that the Executive Council/Syndicate may, in the special circumstances of a case, waive the condition of two years service being continuous.

Explanation: In computing the length of service, the time during which a person was on probation or engaged as a research assistant may be reckoned provided:

- (a) the person is a teacher on the date of the application; and (b) there is no break in service.
- (c) the leave is requested for undertaking the Ph.D research work
- (iii) Study leave shall be granted by the Executive Council/Syndicate on the recommendation of the concerned Head of the Department. The leave shall not be granted for more than three years in one spell, save in very exceptional cases in which the Executive Council/Syndicate is satisfied that such extension is unavoidable on academic grounds and necessary in the interest of the university.
- (iv) Study leave shall not be granted to a teacher who is due to retire within five years of the date on which he/she is expected to return to duty after the expiry of study leave.
- (v) Study leave may be granted not more than twice during one's career. However, the maximum of study leave admissible during the entire service should not exceed five years.
- (vi) No teacher who has been granted study leave shall be permitted to alter substantially the course of study or the programme of research without the permission of the Executive Council/Syndicate. When the course of study falls short of study leave sanctioned, the teacher shall resume duty on the conclusion of the course of study unless the previous approval of the Executive Council/Syndicate to treat the period of shortfall as ordinary leave has been obtained.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (vii) (a) Subject to the provisions of sub-clauses (vii) and (viii) below, study leave may be granted on full pay up to two years extendable by one year at the discretion of the university.
- (viii) The amount of scholarship, fellowship or other financial assistance that a teacher, granted study leave, has been awarded will not preclude his/her being granted study leave with pay and allowances but the scholarship, etc., so received shall be taken into account in determining the pay and allowance on which the study leave may be granted. The Foreign scholarship/fellowship would be offset against pay only if the fellowship is above a specified amount, which is to be determined from time to time, based on the cost of living for a family in the country in which the study is to be undertaken. In the case of an Indian fellowship, which exceeds the salary of the teacher, the salary would be forfeited.
- (ix) Subject to the maximum period of absence from duty on leave not exceeding three years, study leave may be combined with earned leave, half-pay leave, extraordinary leave or vacation, provided that the earned leave at the credit of the teacher shall be availed of at the discretion of the teacher. A teacher, who is selected to a higher post during study leave, will be placed in that position and get the higher scale only after joining the post.
- (x) A teacher granted study leave shall on his/her return and re-joining the service of the university may be eligible to the benefit of the annual increment(s) which he/she would have earned in the course of time if he/she had not proceeded on study leave. No teacher shall however, be eligible to receive arrears of increments.
- (xi) Study leave shall count as service for pension/contributory provident fund, provided the teacher joins the university on the expiry of his/her study leave.
- (xii) Study leave granted to a teacher shall be deemed to be cancelled in case it is not availed of within 12 months of its sanction.
Provided that where study leave granted has been so cancelled, the teacher may apply again for such leave.
- (xiii) A teacher availing himself/herself of study leave shall undertake that he/she shall serve the university for a continuous period of at least three years to be calculated from the date of his/her resuming duty on expiry of the study leave.
- (xiv) After the leave has been sanctioned, the teacher shall, before availing himself/herself of the leave, execute a bond in favour of the university, binding himself/herself for the due fulfillment of the conditions laid down in sub-clause (xiii) and (xiv) above and give security of immovable property to the satisfaction of the Finance Officer/Treasurer or a fidelity bond of an insurance company or a guarantee by a scheduled bank or furnish security of two permanent teachers for the amount which might become refundable to the university in accordance with sub-clause (xv) (xiv) above.
- (xvi) The teacher shall submit to the Registrar, six monthly reports of progress in his/her studies from his/her supervisor or the Head of the Institution. This report shall reach the Registrar within one month of the expiry of every six months of the study leave. If the report does not reach the Registrar within the specified time, the payment of leave salary may be deferred till the receipt of such report.

10.3. SABBATICAL LEAVE:

- (i) Permanent, whole-time teachers of the university who have completed seven years of service as Reader/Associate Professor or Professor may be granted sabbatical leave to undertake study or research or other academic pursuit solely for the object of increasing their proficiency and usefulness to the university and higher education system.
- (ii) The duration of leave shall not exceed one year at a time and two years in the entire career of a teacher.
- (iii) A teacher, who has availed himself/herself of study leave, would not be entitled to the sabbatical leave.

Provided further that sabbatical leave shall not be granted until after the expiry of five years from the date of the teacher's return from previous study leave or any other kind of training programme.

- (iv) A teacher shall, during the period of sabbatical leave, be paid full pay and allowances (subject to the prescribed conditions being fulfilled) at the rates applicable to him/her immediately prior to his/her proceeding on sabbatical leave.
- (v) A teacher on sabbatical leave shall not take up during the period of that leave, any regular appointment under another organization in India or abroad. He/she may, however, be allowed to accept a fellowship or a research scholarship or ad hoc teaching and research assignment with honorarium or any other form of assistance, other than regular employment in an institution of advanced studies, provided that in such cases the Executive Council/Syndicate may, if it so desires, sanction sabbatical leave on reduced pay and allowances.
- (vi) During the period of sabbatical leave, the teacher shall be allowed to draw the increment on the due date. The period of leave shall also count as service for purposes of pension/contributory provident fund, provided that the teacher rejoins the university on the expiry of his/her leave.

11.0. Research Promotion Grant

The UGC or the respective funding agency (Central/State Governments) shall provide a start-up grant at the level of Rs.3.0 lakhs in Social Sciences, Humanities and Languages and Rs.6.0 lakhs for the disciplines in Sciences and Technology to teachers and other nonvocational academic staff through the respective universities to take up research immediately after their appointments which should facilitate such new appointees for generating major sponsored research proposals/grants for the respective departments/schools/universities.

12.0. AGE OF SUPERANNUATION:

- (i) In order to meet the situation arising out of shortage of teachers in universities and other teaching institutions and the consequent vacant positions therein, the age of superannuation for teachers in Central/Educational institutions has already been enhanced to sixty five years, vide the Department of Higher Education letter No.F.No.1-19/2006-U.II dated 23-3-2007, for those involved in class room teaching in order to attract eligible persons to the teaching career and to retain teachers in service for a longer period. Consequent on upward revision of the age of superannuation of teachers, the Central Government has already authorized the Central Universities, vide Department of Higher Education D.O. letter No.F.1-24/2006-Desk(U) dated 30-3-2007 to enhance the age of superannuation of Vice Chancellors of Central Universities from 65 years to 70 years, subject to amendments in the respective statutes, with the approval of the competent authority (Visitor in the case of Central Universities).

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (ii) Subject to availability of vacant positions and fitness, teachers shall also be re-employed on contract appointment beyond the age of sixty five years up to the age of seventy years. Reemployment beyond the age of superannuation shall however, be done selectively, for a limited period of 3 years in the first instance and then for another further period of 2 years purely on the basis of merit, experience, area of specialization and peer group review and only against available vacant positions without affecting selection or promotion prospects of eligible teachers.

1.0. GUIDELINESS FOR RE-EMPLOYMENT OF SUPERANNUATED TEACHERS

1.1. APPLICABILITY:

The Model Guidelines shall be applicable to Central/State and other Universities and Constituent / Affiliated Colleges in the Indian Universities system and to any other education institute engaged in higher /technical/professional education which opts for re-employment.

13.2. ELIGIBLE CATEGORY:

The category of superannuated teachers eligible for re-employment shall be:

- a) Professors only, in the case of Universities; and
- b) Associate Professors only, in the case of Colleges

13.3. TENURE OF APPOINTMENT:

The tenure of appointment of a superannuated teacher shall be for a maximum period of three years at a time or up to the teacher reaching the age of 65 years (70 years in case of centrally funded institutes), whichever is earlier. However, it shall be open for the institution to make appointments for shorter periods at a time, like one/two years, or for a further maximum period of three years, as the case may be, so long as the teacher is below the age of 65 years (70 years in case of Centrally funded institutes) with a proviso that in case of centrally funded institution, all those who superannuated after 62years but not attained 65 years, as on 15th March,2007 (Date of Government's order), the re-appointment shall be only against sanctioned vacant posts as in the case of 65-70yrs, except that the screening as per the these Regulations, need not be mandatory which is now proposed to be applicable to 65-70yrs age group. In case the number of claimants in the category of superannuated teachers who have not attained 65yrs as on 15.03.2007, is more than available sanctioned posts, it may be left to the University/College to make selection of teachers from amongst the claimants, based on the requirements and availability of regular vacancies of sanctioned posts.

13.4.PRINCIPLES TO BE FOLLOWED:

The institution shall follow the following principles, while taking up the case of superannuated teachers for re-employment:

- a) There shall be vacancies of teachers at the University department or at the college, remaining unfilled for at least one year.
- b) The number of teachers to be re-employed in a University department and/ or college at any given time shall be limited to 50% of the vacancies identified as above.
- c) Re-employment of superannuated teachers may be ,made only against regular sanctioned posts, which could not be filled up.
- d) The Re-employment of superannuated teacher/s shall be in the best interest of the concerned University departments or the college.
- e) Their shall be adequate work load for the re-employed teacher/s at the concerned University department or the college, to justify the appointments.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- f) Re-employment of superannuated teacher/s shall be possible either at the same University or the college where the teacher had served before superannuating or at any other institution.
- g) The expenditure towards re-employment shall be met by the institution from its budget allocation.

13.5. SELECTION CRITERIA:

The institutions shall follow the following principles while taking up the case of superannuated teachers for re-employment;

- a) The University department/college shall have identified the subject areas where in superannuated teachers need to be appointed.
- b) Superannuated teacher, either the same institution or else where, shall have appropriate qualifications, experiences and excellent record in the considered subject area.
- c) superannuated teachers shall be distinguished scholars and shall have been productive during their service and in particular, in the last five years in activities, like;
 - I. Guidance of research scholars (M.Phil/Ph.D.);
 - II. Research work done and publications in learned journals;
 - III. Publication of books and other learning material;
 - IV. Filing of patents and /or obtaining intellectual property rights;
 - V. Launching of new academic programmes/courses;
 - VI. Introducing innovations in teaching and / or examinations;
 - VII. Undertaking sponsored research projects;
 - VIII. Rendering knowledge based advice/consultancy;
 - IX. Taking up inter-Departmental/institution collaboration;
 - X. Organizing of National / International Conferences and / or participating in them;
 - XI. Conducting continuing education programmes and / or associating in them; XII. Undertaking of extension and/or field outreach activities.
- d) Superannuated shall be medically fit to undertake the new appointment.
- e) The service record of superannuated teachers shall be highly satisfactory and they be both morally and ethically sound.

13.6. RE-EMPLOYMENT PROCEDURE:

The procedure to be followed for the re-employment of superannuated teachers at a University/ College shall be as given below:

- i. The University/College Department desirous of filling any vacancies by superannuated teachers shall obtain their CV for considering their cases.
- ii. Each CV shall include a detailed account of all the contributions made by the teacher, highlighting his/her achievements during the last five years.
- iii. The CV shall be discussed at a format meeting of the Departmental Council/Committee of the University/College as the case may be, before making the Departmental recommendations. iv. The departmental recommendation shall be forwarded to the Vice Chancellor in the case of a University through the Dean of Faculty or Chairperson, Governing Council in the case of a College through Principal for their consideration.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- a) The Vice Chancellor/Chairperson of the Governing Council shall constitute the following Expert Committees for evaluating the proposals:

i) In the case of a University

1.	Vice Chancellor	(In the Chair)
2.	Two Subject Experts*	(Members)
3.	Dean of the faculty	(Member)
4.	Head of the Department	(Member)

ii) In the case of a College

1.	Chairperson of Governing Council	(In the Chair)
2.	Two Subject Experts*	(Members)
3.	Principal of the College	(Member)
4.	Head of the Department	(Member)

(* Nominated by the Vice Chancellor/Chairperson of the Governing Council from the approved panel of experts for the Selection Committees in the University Department/College).

- b) Each of the above Committees shall consider the full papers put up before it and also call any candidate for discussion, if necessary, before arriving at its recommendation on the appointment.
- c) The recommendation of the Committee and the terms of appointment shall be placed before Executive/Governing Council of the University/College, as the case may be.
- d) The decision of the Executive/Governing Council shall be final and binding on the teacher.

13.7. EMOLUMENTS AND OTHER PRIVILEGES:

- a) A re-employed teacher shall be eligible to draw emoluments equivalent to the last pay drawn minus pension as a consolidated amount which shall remain the same through out the tenure of re-employment.
- b) The institution may consider the re-employed teachers for campus housing on prevailing terms, if available, or compensate them to the extent possible towards the house rent.
- c) A re-employed teacher shall be entitled to casual/Special Casual/Duty leave on par with teaching faculty in regular service.
- d) The institution shall provide all the essential academic facilities to the re-employed teacher.

13.8. DUTIES AND RESPONSIBILITIES:

- (i) A re-employed superannuated teacher shall be treated on a par with regular teachers at the institution and shall have the following duties and responsibilities, with no additional financial liability to the institution:
- a. Academic work, like teaching courses, conducting examinations and research guidance;
- b. Conducting research and/or taking up sponsored research projects;
- c. Launching continuing education programmes in new and emerging areas;
- d. Organizing / Attending national / international Conferences / Seminars / Symposia/ Workshops;

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- e. Undertaking knowledge-based advisory / consultancy assignments;
 - f. Accepting invitations and delivering Guest Lectures at other institutions;
 - g. Participation in academic/research Committees at the institution and elsewhere, when required.
- (ii) However, a re-employed superannuated teacher shall not be eligible for holding administrative or final responsibilities at the Institution or elsewhere

13.9. REVIEW:

The performance of a re-employed teacher shall be reviewed periodically, by the University/ College. If the performance is found unsatisfactory, his/her services may be terminated by the appointing authority by giving one month notice.

Whereas the enhancement of the age of superannuation for teachers engaged in class room teaching is intended to attract eligible persons to a career in teaching and to meet the shortage of teachers by retaining teachers in service for a longer period and whereas there is no shortage in the categories of Librarians and Directors of Physical Education, the increase in the age of superannuation from the present sixty two years shall not be available to the categories of Librarians and Directors of Physical Education.

14.0. PENSION AND OTHER SERVICE RELATED BENEFITS:

- 14.1. Teachers and other cadres in UGC maintained institutions and Central Government funded institutions in receipt of Pension, the Central Government rules for pension and gratuity as applicable to Central Government employees shall be applicable, while for those in State Government funded institutions, the rules of the State Government shall be applicable.

15.0. Consultancy Assignments:

- 15.1. The consultancy rules, terms, conditions and the model of revenue sharing between institutions and consultant teachers shall be as per the UGC consultancy Rules to be provided separately.

16.0 COUNTING OF PAST SERVICES

- 16.1. Previous regular service, whether national or international, as Asst. Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional Organizations such as CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR, DBT etc., should be counted for placement of a teacher as Assistant Professor, Associate Professor, Professor or any other nomenclature these posts are described as per Appendix III – Table No.II provided that:
- 16.1.1. The essential qualifications of the post held were not lower than the qualifications prescribed by UGC for Assistant Professor, Associate Professor and Professor as the case may be.
 - 16.1.2. The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer) Associate Professor(Reader) and Professor.
 - 16.1.3. The candidate for direct recruitment has applied through proper channel only.
 - 16.1.4. The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.
 - 16.1.5. The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of University/State Government/Central Government/ Concerned Institutions, for such appointments.
 - 16.1.6. The previous appointment was not an ad hoc or in a leave vacancy

17.0 PERIOD OF PROBATION AND CONFIRMATION:

- 17.1. The minimum period of probation shall be one year extendable by a maximum period of one more year in case of unsatisfactory performance.
- 17.2. The confirmation at the end of one year shall be automatic unless extended for another year by a specific order, before expiry of first year. It is obligatory on the part of the university to issue an order of confirmation to the incumbents within 45 days of completion of probationary period after due process of verification of satisfactory performance
- 17.3. Probation and confirmation rules are applicable only at the initial stage of recruitment.
- 17.4. All other Central Government rules on probation and confirmation shall be applicable in appropriate cases.

18.0 CREATION & FILLING UP OF TEACHING POSTS

- 18.1. Teaching posts in universities shall be created in a pyramidal order; that is, for instance, for 01 post of Professor, there shall be 02 posts of Associate Professors and 04 posts of Assistant Professors, per department.
- 18.2. All the sanctioned/approved posts in the university system shall be filled up on an urgent Basis.

19.0 APPOINTMENTS ON CONTRACT BASIS

- 19.1. The teachers should be appointed on contract basis only when it is absolutely necessary and when the student: teacher ratio does not satisfy the laid down norms. In any case, the number should not exceed 10% of the total number of faculty positions in a College/University. The qualifications and selection procedure for appointing them should be the same as for a regularly appointed teacher. The fixed emoluments paid to such contract teachers should not be less than the monthly gross salary of a regularly appointed Assistant Professor. Such appointments should not be made for more than one academic session and the performance of any such entrant teacher should be reviewed for academic performance before reappointing her/him on contract basis for another session.

20.0. TEACHING DAYS

- 20.1. The Universities/Colleges must adopt at least 180 working days, i.e., there should be a minimum of 30 weeks of actual teaching in a 6-day week. Of the remaining period, 12 weeks may be devoted to admission and examination activities, and non-instructional days for co-curricular, sports, college day, etc., 8 weeks for vacations and 2 weeks may be attributed to various public holidays. If the University adopts a 5 day week pattern, then the number of weeks should be increased correspondingly to ensure equivalent of 30 weeks with a 6 day week.

The above is summarized as follows:

Number of weeks:

	University	College	University	College
Teaching & Learning Process	30 (180 days) weeks	30 (180 days) weeks	36 (180 days) weeks	36 (180 days) weeks
Admissions/Examinations preparation for Examination	12	10	8	8
Vacation	8	10	6	6
Public Holidays (to increase & adjust teaching days accordingly)	2	2	2	2
Total	52	52	52	52

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 20.2. In lieu of curtailment of vacation by 2 weeks, the university teachers may be credited with 1/3rd of the period of Earned Leave. However, colleges may have an option of a total vacation of 10 weeks in a year and no Earned Leave except when asked to work during the vacations for which, as in the case of University teachers, 1/3 of the period will be credited as Earned Leave.

21.0. WORKLOAD

- 21.1. The workload of the teachers in full employment should not be less than 40 hours a week for 30 working weeks (180 teaching days) in an academic year. It should be necessary for the teacher to be available for at least 5 hours daily in the University/College for which necessary space and infrastructure should be provided by the University/College. Direct teaching-learning process hours should be as follows:

Assistant Professor	16 hours
Associate Professor, & Professor	14 hours

- 21.2. A relaxation of two hours in the workload may, however, be given to Professors who are actively involved in extension and administration. A minimum of 6 hours per week may have to be allocated for research activities of the teacher.

22.0 SERVICE AGREEMENT:

- 22.1. At the time of recruitment in Universities and Colleges, a service agreement should be signed between the University/College and the teacher concerned and a copy of the same should be deposited with the Registrar/Principal.
- 22.2. The self-appraisal or any other performance appraisal methodology shall form a part of the service agreement/Record.

23.0. CODE OF PROFESSIONAL ETHICS

- 23.1. Each University should evolve its own professional ethics after full discussion in the academic bodies and associations and incorporate the same in its Acts, Ordinances and/or Statute, as the case may be, for strict observance by the academic faculty.

24.0 APPLICABILITY OF THE SCHEMES REGULATIONS

- 24.1. These Regulations shall be applicable to teachers and other equivalent cadres of Library and Physical Education in all the Central Universities and Colleges there-under and the Institutions Deemed to be Universities whose maintenance expenditure is met by the UGC. The implementation of the revised scales shall be subject to the acceptance of all the conditions mentioned in these Regulations, framed by the UGC. Universities implementing this Schemes Regulations shall have to amend their relevant statutes and ordinances in line with the UGC Regulations within three months from the date of issue of the Notification of these Regulations.
- 24.2. These Regulations shall extended to universities, colleges and other higher educational institutions coming under the purview of State legislature, subject to adherence of the terms and conditions laid down in the MHRD Notifications provided as Appendix-I of these Regulations.

24.3. DATE OF IMPLEMENTATION OF REVISED PAY AND ALLOWANCE AND PAYMENT OF ARREARS:

Except as provided in the MHRD Notifications, vide Appendix I of these Regulations, the provisions of these Regulations shall have prospective applications only.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 25.0. All other guidelines which are not covered in these Regulations, on applicability areas, financial assistance, date of implementation of revised pay and allowances and payment of arrears shall be as laid down in the MHRD Notifications provided as Appendix-I of these Regulations.

APPENDIX

Appendix-III Table-I :	Academic Performance Indicators (APIS) and proposed scores developed by UGC for Adoption of Performance Based Appraisal System (PBAS) for Career Advancement Scheme (CAS) promotions of University / College Teachers
Appendix-III Table-II (A&B):	Minimum Point norms of the APIs as provided in Appendix – III Table I to be applied for the Promotion of teachers in university departments, and Weightages for Expert Assessment UNDER CAREER ADVANCEMENT SCHEME (CAS).
Appendix-III Table-II (C):	Minimum Weightage Points (WP) norms of the APIs as provided in Table-I (B) for the direct recruitment of teachers in university departments/Colleges, Librarian/Physical Education cadres in Universities/Colleges to be considered along with other specified eligibility qualifications stipulated in the UGC Notification.
Appendix-III Table-III:	Minimum Academic Performance and service requirements for promotion of Teachers & Equivalent Cadres in Universities & Colleges.
Appendix-IV:	Model Performance Based Appraisal System (PBAS) proforma for Career Advancement Scheme (CAS) promotions of University / College Teachers based on the Academic Performance Indicators (API) developed by UGC - to be adopted by the University concerned.

APPENDIX — III TABLE — I

ACADEMIC PERFORMANCE INDICATORS (APIs) AND PROPOSED SCORES DEVELOPED BY UGC FOR ADOPTION OF PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY / COLLEGE TEACHERS.

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

S. No.	Nature of Activity	Maximum Score
CATEGORY -I (A)	ESSENTIAL	
1	Lectures taken as percentage of lectures allocated	20
2	Seminars, tutorials, practicals, contact hours undertaken as percentage of those actual allocated	20
3	Lectures or other teaching duties in excess of UGC norms	10
4	Imparting of knowledge / instruction <i>vis a vis</i> with the prescribed material and methodology of the curriculum	20
5	College/University examination duties (Question paper setting and evaluation of answer scripts) as per duties allotted.	10
6	College/University examination/Evaluation duties for internal/continuous assessment work as allotted	10

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

7	Additional examination work such as coordination, invigilation, flying squad duties etc. (maximum of 5 or 10 depending upon intensity of duty)	10
CATEGORY –I (B)	DESIRABLE	
1	Use of Innovative teaching-learning methodologies; use of ICT; Updated subject content and course improvement.	10
2.	Developing and imparting Remedial/Bridge Courses and Counseling modules	10
3	Developing and imparting soft skills/communication skills/personality development courses/modules	10
4	Developing and imparting specialized teaching-learning programmes in physical education, library ; innovative compositions and creations in music, performing and visual arts and other traditional areas	10
5	Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and other participatory learning skills to students	10

Minimum Qualifications for Appointment on Teaching and other Academic Posts:**CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSION RELATED ACTIVITIES.**

S. No.	Nature of Activity	Maximum Score
CATEGORY-II (A)	CO-CURRICULAR AND EXTENSION ACTIVITIES	
1	Contribution to Corporate life in Universities/colleges through meetings, popular lectures, subject related events, articles in college magazine and University volumes.	10
2	Institutional Co-curricular activities for students such as field studies/educational tours, industry-plant training and placement activity.	10
3	Community Service, Social Orientation and other Student Mentoring Activities through NSS/NCC/NSO/other Governmental and nonGovernmental channels	10
4	Students and Staff Related Socio Cultural and Sports Programmes (intra/interdepartmental and intercollegiate)	05
5	Professional Ethics and Campus Development Activities like Institutional infrastructure projects, Co-curricular student educational programme like Environmental Education etc and value based programmes, and Programmes in the TV/Radio Channels.	05
CATEGORY – II (B)	PROFESSION -RELATED CONTRIBUTION	
1	Institutional Governance responsibilities like, Vice Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC Co-ordinator and any other membership of institutional committees	10
2	Membership in profession related committees at state and national level	10
3	Participation in subject associations, conferences, seminars without paper presentation	05
4	Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance	05
5	Membership of professional associations committees, Boards of Studies, editorial committees of journals/institutional publications.	05

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

S.No.	APIs	Engineering/Agriculture/ Veterinary Science/Sciences/Medical Sciences	Faculties of Languages Arts/Humanities/Social Sciences/Library/ Physical education/Management	Max. points for University and college teacher position
III(a)	Research Publication (Journals)	Refereed Journals with impact factor 1.0 and below 2.0	Refereed Journals which are indexed publications with Impact factor less than one	20 / publication
		Refereed Journals with impact factor 2.1 and below 5.0	Refereed Journals with impact factor 1.0 and below 2.0	30 / publication
		Refereed Journals with impact factor 5.1 and below 10.0	Refereed Journals with impact factor 2.0 and below 5.0	40 / publication
		Refereed Journals with impact factor less than one indexed	Refereed Journals which are not indexed without any impact factor	15 / publication
		Vernacular & Indian language journals in all disciplines without any impact factors included in the list of journals prepared by UGC and hosted in its website	Vernacular & Indian language journals in all disciplines without any impact factors included in the list of journals prepared by UGC and hosted in its website	10 / Publication
		Non impact factor National level research papers in non-refereed/ journals but having ISBN/ISSN numbers and the list of journals prepared by UGC and hosted in its website.	National level research papers in non-refereed/non Journals but having ISBN /ISSN numbers and the list of journals prepared by UGC and hosted in its website.	10 / publication
		Full papers in conference proceedings, etc. (Abstracts not to be included)	Full papers in Conference proceedings, etc. (Abstracts not to be included)	10 / publication
III(b)	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers with an established peer review system	Text or Reference Books Published by International Publishers	50 /sole author; 10 / chapter in an edited book
		Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers and the UGC prepared list hosted in its website.	Subject Books by / national level publishers/State and Central Govt. Publications with ISBN/ISSN numbers and the UGC prepared list hosted in its website.	25 /sole author, and 5/ chapter in edited books
		Subject Books by Other local publishers with ISBN/ISSN numbers and the UGC prepared list hosted in its website.	Subject Books by Other local publishers with ISBN/ISSN numbers and the UGC prepared list hosted in its website.	15 / sole author, and 3 / chapter in edited books
		Chapters contributed to edited knowledge based volumes published by International Publishers	Chapters contributed to edited knowledge based volumes published by International Publishers	10 /Chapter
		Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers & with numbers of national & international directories	Chapters in knowledge based volumes in Indian/National level publishers with ISBN /ISSN numbers & with numbers of national & international directories	5 / Chapter

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

III (C)	RESEARCH PROJECTS			
III(C)(i)	Sponsored Projects carried out/ ongoing	(a) Major Projects amount mobilized with grants above 30.0 lakhs	Major Projects amount mobilized with grants above 5.0 lakhs	20 /each Project
		(b) Major Projects amount mobilized with grants above 5.0 lakhs up to 30.00 lakhs	Major Projects Amount mobilized with minimum of Rs. 4.00 lac up to Rs. 5.00 lacs	15 /each major project
III(C)(ii)	Consultancy Projects carried out / ongoing	Amount mobilized with minimum of Rs.5.00 lac	Amount mobilized with minimum of Rs.1.lac	10 per every Rs.5.0 lac and Rs.1.0 lac, respectively
III(C)(iii)	Completed projects: Quality Evaluation	Completed project Report (Acceptance from funding agency)	Completed project report (Accepted by funding agency)	20 /each major project and 10 / each minor project
III(C)(iv)	Projects Outcome / Outputs	Patent/Technology transfer/ Product/Process	Policy document of Govt. Bodies at Central and State level	30 / each output or outcome for National patents etc/50 /each for International patents etc.,
III (D)	RESEARCH GUIDANCE			
III(D)(i)	M.Phil.	Degree awarded only	Degree awarded only	3 /each candidate
III(D)(ii)	Ph.D	Degree awarded	Degree awarded	10 /each candidate
		Thesis submitted	Thesis submitted	7 /each candidate
III (E)	TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS			
III (E) (i)	Research Methodology/ Workshops	Research Methodology course (not less than three weeks)/ Workshops of not less than one week duration.	Research methodology course (not less than three weeks)/ workshops of not less than one week.	20
III(E)(ii)	Papers in Conferences/ Seminars/ workshops etc.*	Participation and Presentation of research papers (oral/ poster) in	Participation and Presentation of research papers (oral/ poster) in	
	b) National	a) International conference	a) International conference	10 / each
	c) Regional/State level	b) National	7.5 / each	
	d) Local – University/College level	10 Regional/State level	5 /each	
		5 Local – University/College level	3 / each	
III(E)(iv)	Invitations for conferences/seminars/workshops/ symposia to deliver lectures/and/or chair sessions	(a) International	(a) International	10 /each
	(c) State level/Regional	(b) National	(b) National	7.5 /each
	(d) University/College level Endowment lectures	(c) State level/Regional	5 /each	
		(d) University/College level Endowment lectures	5 /each	
III(F)	Awards / Honours / Recognitions / Fellowship titles / Post-doctoral Research degrees like D.Sc., D.Litt., LLB etc.,			

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

III(F) (i)	Discipline specific Awards	a) Awards by Accredited International Bodies; National bodies like by UGC, CSIR, DST, DBT, ICAR & other Government bodies and Professional Academies like Bhatnagar Award etc.	a) Awards by Accredited International Bodies; National bodies like by UGC, ICSSR, ICCR, Sahitya Academy and Professional Academies like Gnana-peet award etc.	50 /each
		b) State/university level	b) State/university level	20 /each
		c) Regional / local	c) Regional / local	10 /each
III F (ii)	Honours / Recognitions	a) Governments & International bodies like UNESCO etc.; National like Padma Sri etc.,	a) Foreign countries Governments & International bodies like UNESCO etc.; National like Padma Sri etc.	50 /each
		b) State level/university level	b) State level/university level	20 /each
		c) Regional / local by GO/NGOs/Rotary/ Lions etc.,	c) Regional / local by GO/NGOs/Rotary/ Lions etc.,	5 /each
		d) Professional Subject Based associations	d) Professional Subject Based associations	5 /each
III F(iii)	Fellowship Titles	a) By universities/bodies like FRCP, FRCS etc.; Indian Science & other Academies like Fellow of Indian National Science Academy FNA, FNASC, FAMS etc.,	a) Foreign universities/bodies like Trinity title etc.; Indian Academies of Languages, Arts etc.,	50 /each
	b) Discipline specific National level Associations	b) Discipline specific National level Associations	10 /each	
III F(iv)	Post-doctoral degrees	a) D. Sc from an university based on post-doctoral thesis	(a) D.Litt from an university based on post –doctoral thesis	50 /each
		b) Honorary doctorate conferred by UGC - recognized universities in sciences, engineering, medicine etc.,	(b) Honorary doctorate conferred by UGC - recognized universities in Language, Arts, Humanities etc.,	30/each

* If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III(a)) and not under presentation (III(e)(ii)).

N.B. The API for joint research publications/joint book/chapter publications will have to be calculated in the following manner: Of the total accrued score for all categories of publications by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

APPENDIX – III TABLE – II (A)

Minimum Point norms of the APIs as provided in Appendix – III Table I to be applied for the Promotion of teachers in university departments, and Weightages for Expert Assessment UNDER CAREER ADVANCEMENT SCHEME (CAS)

S. No.	Assessment Category System	Minimum Average Yearly or Cumulative API score required during the assessment period of each level as evaluated under the Performance Based Appraisal System (PBAS) and Weightages for Expert Assessment				
		TEACHERS IN UNIVERSITY DEPARTMENTS / EQUIVALENT CADRES IN UNIVERSITIES				
		Assistant Professor/ equivalent cadres: AGP increase from Rs.6000 to 7000	Assistant Professor/ equivalent cadres: AGP increase from Rs.7000 to 8000	Associate Professor/ equivalent cadres Promotion with AGP of Rs.9000	Professor/ equivalent cadres Promotion with AGP of Rs.10,000	Professor with AGP increase from Rs.10,000 to Rs. 12,000
I	Teaching-learning, Evaluation Related Activities (category I)	60/Year	60/Year	60/year	60/year	60/year
II	Co-curricular, Extension, & Profession related activities (Category II)	20/Year	20/Year	20/Year	20/Year	20/Year
III	Minimum total average annual Score under Categories I and II	100/Year	100/Year	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III) – Minimum Annual Score Required – to be assessed cumulatively	10/Year (40/assessment period)	20/Year (100/assessment Period)	30/Year (90/assessment period)	40/Year (120/assessment period)	50/Year (500/assessment t period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee	Peer Evaluation
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Research evaluation 50% - Assessment of domain knowledge and teaching practices. 20 % - Interview performance	50% - Research evaluation. 30 % - Assessment of domain knowledge and teaching practices. 20 % - Interview performance	50% -Peer evaluation of research. 50 % - Performance evaluation and other credential by referral procedure

APPENDIX — III TABLE — II (B)

Minimum Point norms of the APIs as provided in Table I and Weightages for Expert Assessment to be applied for the Promotion of Teachers, in Colleges (UG and PG) UNDER CAREER ADVANCEMENT SCHEME (CAS)

S. No.	Assessment Category	Minimum Average Yearly or Cumulative API score required during the assessment period of each level as evaluated under the Performance Based Appraisal System (PBAS) and Weightages for Expert Assessment			
		Colleges (UG/PG) Teachers/College Library/Physical Education Cadres			
		Assistant Professor/ equivalent cadres: AGP increase from Rs.6000 to 7000	Assistant Professor/ equivalent cadres: AGP increase from Rs.7000 to 8000	Associate Professor/ equivalent cadre Promotion with AGP of Rs. 9000	10% of the Posts of Professor Promotion in Colleges with AGP of Rs.10,000
I	Teaching-learning, Evaluation Related Activities (Category – I)	60/Year	60/Year	60/year	60/year
II	Co-curricular, Extension, & Profession related activities (Category – II)	20/Year	20/Year	20/Year	20/Year
III	Minimum total average annual Score under Categories I and II	100/Year	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III) – Minimum Annual Score Required- to assessed cumulatively	5/Year (20/assessment period)	10/Year (50/assessment period)	15/Year (45/assessment period)	20/Year (60/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	20% - Research evaluation 60% - Assessment of domain knowledge and teaching practices. 20 % - Interview performance	30% - Research evaluation. 50% - Assessment of domain knowledge and teaching practices. 20 % - Interview performance

Explanatory note for Tables II (a) and II (b)

1. All universities / colleges will set up verifiable systems for the API related information required in these tables within THREE months of notification of these regulations. They will have to be documented and collated annually by the Internal Quality Assessment cells (IQACs) of the universities / colleges for follow up by the universities / college authorities. In order to facilitate this process, all teachers shall submit the duly filled-in Performance Based Appraisal System (PBAS) proforma to the IQAC annually.
2. However, in order to remedy the difficulties of collecting retrospective informations and to facilitate the implementation of these regulations from 2009-10, the API based PBAS will be progressively and prospectively rolled out.
3. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in these tables is to be implemented from the year 2009-10, initially based on the existing systems in universities / colleges for one year only with the minimum average scores as depicted in Table II (a) and II (b) in rows I to III. This annualized API scores can then be compounded

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

progressively as and when the teacher becomes eligible for CAS promotion to the next cadre with the multiplication factor of remaining years of service required to apply for CAS promotion from 2009-10. Thus, if a teacher is eligible for CAS promotion in 2009, one year API scores for 2008-09 alone will be required for assessment. In case of a teacher becoming for CAS promotion in 2010, two years average of API scores for 2008-09 and 2009-10 will be required for assessment and so on leading progressively for the complete assessment period.

4. As shown in Table 3, the aggregate minimum API score required (given in row III) can be earned from any of the two board categories, subject to the minimum prescribed in each category. This will provide for due weightage to teachers who contribute additionally through any of the components given in Categories 1 and 2 also for the differing nature of contributions possible in different institutional settings
5. For Category 3 (research and academic contributions), maintenance of past record is done on a normal basis by teachers and hence no difficulty is envisaged in applying the API scores for this category for the entire assessment period. In this category, a aggregate minimum score is required for promotion over each stage. Alternatively, a teacher should acquire the required minimum aggregate score over two previous stages, taken together
6. Candidates should offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in the table, by submitting an application and the required proforma. They can do so three months before the due date if they consider themselves eligible. Candidates who do not consider themselves eligible, can also apply at a later date.
7. If however, on final assessment, candidates do not either fulfill the minimum criteria under Rows III and IV or obtain less than 50% in the expert assessment, they will be reassessed only after a minimum period of one year.
8.
 - (a) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be deemed to be the minimum period of eligibility.
 - (b) If however, the candidate finds that she / he fulfills the eligibility conditions at a late date and applies on that date and is successful, her / his promotion will be deemed to be from that date of application
 - (c) If the candidate does not succeed in the first assessment, but succeeds in an eventual assessment, her / his promotion will be deemed to be from the later date.

APPENDIX – III TABLE – II(c)

Minimum Weightage Points (WP) norms of the APIs as provided in Table-I (B) for the direct recruitment of teachers in university departments/Colleges, Librarian/Physical Education cadres in Universities/Colleges to be considered along with other specified eligibility qualifications stipulated in the UGC Notification.

S. No. of category	Titles of the categories of APIs (with maximum accruable API points) and Selection Committee criteria.	Minimum cumulative WP of the API score required for considering candidates for selection to each cadre based on the PBAS proforma to be submitted by the applicants along with the stipulated application of the University/College concerned		
		TEACHERS IN UNIVERSITY DEPARTMENTS/EQUIVALENT CADRES/COLLEGES		
		Assistant Professor/ equivalent cadres with AGP Rs.6000	Associate Professor/ equivalent cadres with AGP Rs.9000	Professor/ equivalent cadres with AGP Rs.10000
I	Expertise in Teachings/Research/ industry & Entrepreneurship skills and contribution to corporate life & Profession related activities (200 points)	Consolidated API score requirement of 100 from all the three categories of APIs or Pass in NET/ accredited Eligibility test approved by UGC	Consolidated API score requirement of 300 points from all the three categories of APIs	Consolidated API score requirement of 400 points from all the three categories of APIs
II	Research, Development and other related activities (200 points)			
III	Extension, cocurricular Extracurricular & student mentoring activities (100 points)			
IV	Selection Committee criteria: (Minimum Point Requirement for consideration for selection: at least 50% of the points prescribed)	Highest of the 30 merit points under Teaching skills by a Lecture (10 points) Research skills by a concept/Proposal presentation(5 points) Interview performance(15 points)	Highest of the 50 merit points under Research papers (3 nos) evaluation: 25 points Organizational Plans: 10 points Interview performance: 15 points	Highest of the 75 merit points under: Research papers (5 nos) evaluation: 40 points Vision for the department/ Institution: 15 points Interview performance: 20 points

APPENDIX-III - TABLE: III

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS & EQUIVALENT CADRES IN UNIVERSITIES & COLLEGES

S. No.	Promotion of Teachers through CAS	Service (as prescribed by the MHRD Notification) requirement	Academic Performance Indicator requirements as per Table-I (A) of Appendix-III
			Teachers & equivalent Cadres in Universities & Colleges
1	Assistant Professor/ equivalent cadres from AGP Rs.6000 to AGP Rs.7000	Assistant Professor completed 4 years of service with Ph.D or 5 years of service who are with M.Phil/PG Degree in Professional Courses such as LLM, M.Tech, M.V.Sc., M.D., or 6 years of service who are without Ph.D/M.Phil/PG Degree in Professional Courses	<p>Minimum API scores using PBAS scoring proforma developed by the concerned university as per the norms provided in Table III(a) of Appendix III for teachers in university departments/equivalent cadres in Universities and in Table III(b) of Appendix III for teachers/equivalent cadres in Colleges.</p> <p>One Orientation and one Refresher/ Research Methodology Course of 2/3 weeks duration.</p> <p>No separate interview points for the Screening cum Verification process of recommending AGP elevation.</p>
2.	Assistant Professor/ equivalent cadres from AGP Rs.7000 to AGP Rs.8000	Assistant Professor with completed service of 5 years at AGP of Rs.7000	<p>Minimum API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table III(a) of Appendix III for teachers in university departments/equivalent cadres in Universities and in Table III(b) of Appendix III for teachers/equivalent cadres in Colleges.</p> <p>Additionally, two courses / programmes from among the categories of refresher courses, workshops, Training, Teaching-Learning Evaluation Technology Programmes, Soft Skills development Programmes & Faculty Development Programmes for a minimum period of one week duration to have been undergone during the assessment period.</p> <p>No separate interview points for the Screening cum Verification process of recommending AGP elevation.</p>

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

3.	Associate Professor/ equivalent cadres * with AGP of Rs.9000	Assistant Professors with 3 years of completed service in the AGP of Rs.8000/-.	Minimum API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table III(a) of Appendix III for teachers in university departments/equivalent cadres in Universities and in Table III(b) of Appendix III for teachers/equivalent cadres in Colleges. Three publications. Additionally one course/training under the categories of Professional development/ curriculum Development/examination Reform programmes for a minimum period of three days. A selection committee process as stipulated in this regulation and in Table III(a) of Appendix III for teachers in the university departments/equivalent cadres in universities and in Table III(b) of Appendix III for teachers / equivalent cadres in colleges.
4.	Professor/ equivalent cadres with AGP of Rs.10000	Associate Professor with 3 years of completed service in the AGP of Rs.9000/-	<p>(i) Minimum yearly /cumulative API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table III(a) of Appendix III for teachers in university departments/equivalent cadres in Universities and in Table III(b) of Appendix III for teachers/ equivalent cadres in Colleges.</p> <p>(ii) A minimum of five publications.</p> <p>(iii) A selection committee process as stipulated in this regulation and in Table III(a) of Appendix III for teachers in the university departments/equivalent cadres in universities and in Table III(b) of Appendix III for teachers / equivalent cadres in colleges.</p>

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

5.	Professor with AGP of Rs.12000/-	Professor with 10 years of completed service	<p>(i) Minimum yearly /cumulative API scores for the assessment period. based on the using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table III(a) of Appendix III for teachers in university departments/equivalent cadres in Universities and in Table III(b) of Appendix III for teachers/ equivalent cadres in Colleges.</p> <p>(ii) As this AGP elevation for Professor is applicable to only university departments, additional credentials are to be evidenced by (a) post-doctoral research outputs of high standard; (b) awards / honours / recognitions / patents & IPR on products & processes developed / technology transfer achieved; and (c) Additional research degrees like D.Sc., D.Litt., LL.B etc.,</p> <p>(iii) The selection process is to be conducted by the university through an Expert-Committee evaluation of all credentials submitted along with duly filled PBAS proforma by eligible Professors as stipulated in Table-III (A) of Appendix-III for teachers in University departments. No separate interview need to be conducted for this category.</p>
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*** For teachers seeking promotion under CAS to Associate Professor, for those who on the date of this notification are Assistant Professors with AGP 8000, the existing requirement of Ph.D. or equivalent publications will continue to apply. For all others who enter the grade of AGP 8000, subsequent to this notification, the requirement of three publications, as defined in these regulations, will be applicable.**

APPENDIX IV

MODEL PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) PROFORMA FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY / COLLEGE TEACHERS BASED ON THE ACADEMIC PERFORMANCE INDICATORS (API) DEVELOPED BY UGC – TO BE ADOPTED BY THE UNIVERSITY CONCERNED

SECTION – A: GENERAL

1	Name & Designation of the faculty	:	
2	Name of the Department / Centre of University / College	:	
3	Name of the University / College with communication address	:	
4	Communication Address / Email / Telephone / Mobile of the faculty	:	
5	YEAR OF PERFORMANCE APPRAISAL	:	

SECTION - B:

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED CTIVITIES

Sl. No.	Nature of Activity	Maximum Score		
CATEGORY I (A)	ESSENTIAL	API Score allotted	Selfappraisal Score	Verified API Score
1	Lectures taken as percentage of lectures allocated (100% compliance = 20 points)	20		
2	Seminars, tutorials, practicals, contact hours undertaken as percentage of those actual allocated (100% compliance = 20 points)	20		
3	Lectures or other teaching duties in excess of UGC norms (1hour excess per week : one point)	10		
4	Imparting of knowledge / instruction vis a vis with the prescribed material (Text book / Manual etc) and methodology of the curriculum (100% compliance = 20 points)	20		
5	College/University examination duties (Question paper setting and evaluation of answer scripts) as per duties allotted. (100% compliance = 10 points)	10		
6	College/University examination/Evaluation duties for internal/continuous assessment work as allotted (100% compliance = 10 points)	10		
7	Additional examination work such as coordination, invigilation, flying squad duties etc. (maximum of 5 or 10 depending upon intensity of duty) (100% compliance = 10 points)	10		

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

CATEGORY I (B)	DESIRABLE			
1	Use of Innovative teaching-learning methodologies; use of ICT; Updated subject content and course improvement. ICT Based Teaching material: 10 points/each Interactive Courses : 5 points/each Participatory Learning modules: 5 points/each	10		
2.	Developing and imparting Remedial/Bridge Courses and Counseling modules (Each activity : 5 points)	10		
3	Developing and imparting soft skills/communication skills/personality development courses/modules (Each activity : 5 points)	10		
4	Developing and imparting specialized teaching/learning programmes in physical education, library ; innovative compositions and creations in music, performing and visual arts and other traditional areas (Each activity : 5 points)	10		
5	Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and elibrary skills to students Workshop / Training course : 10 points each Popularization program : 5 points each	10		

Minimum Qualifications for Appointment on Teaching and other Academic Posts:**CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSION RELATED ACTIVITIES**

S. No.	Nature of Activity	Maximum Score		
CATEGORY II (A)	CO-CURRICULAR AND EXTENSION ACTIVITIES	API Score allotted	Selfappraisal Score	Verified API Score
1	Contribution to Corporate life in Universities/ colleges through meetings, popular lectures, subject related events, articles in college magazine and University volumes. ICT Based Teaching materials : 10 points each Interactive Courses : 5 points each Participatory Learning modules : 5 points each	10		
2	Institutional Co-curricular activities for students such as field studies/educational tours, industry-implant training and placement activity. Field studies / Educational tour : 5 points each Industry – implant training : 5 points each Placement activity : 5 points each	10		
3	Community Service, Social Orientation and other Student Mentoring Activities through NSS/NCC/NSO/other Governmental and nonGovernmental channels (Each activity 5 points each)	10		
4	Students and Staff Related Socio Cultural and Sports Programmes (intra/interdepartmental and intercollegiate) Intra departmental : 1 point each Inter department : 2 points each Inter college : 3 points each Inter university : 5 points each	05		
5	Professional Ethics and Campus Development Activities like Institutional infrastructure projects, Co-curricular student educational programme like Environmental Education etc and value based programmes, and Programmes in the TV/Radio Channels. (Each activity 1 point each)	05		
CATEGORY II (B)	PROFESSION-RELATED CONTRIBUTION			
1	Institutional Governance responsibilities like, Vice Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC coordinator and any other membership of	10		

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

	institutional committees Vice Principal / Dean/ Director : 3 points each Warden / Bursan / School Chairperson / IQAC coordinator : 2 points each Member of syndicate / Governing council : 5 points each Member of Academic council / Senate : 3 points each Member of other college / university level committees : 1 point each			
2	Membership in profession related committees at state and national level At national level : 3 points each At site level : 2 points each	10		
3	Participation in subject associations, conferences, seminars without paper presentation (Each activity : 1 point)	05		
4	Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance (Each activity : 5 points)	05		
5	Membership of professional associations committees, Boards of Studies, editorial committees of journals / institutional publications. (Each activity : 2 points)	05		

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

CATEGORY-III: RESEARCH AND RELATED CONTRIBUTIONS

Sl. No.	APIs	Engineering/Agriculture/ Veterinary Science/ Sciences/Medical Sciences	Faculties of LanguagesArts/ Humanities/ Social Sciences/Library/ Physical education/ Management	Max. points for University and college teacher position		
				API Score allotted	Selfappraisal Score	Verified API Score
III(a)	Research Publication (Journals)	Refereed Journals with impact factor 1.0 and below 2.0	Refereed Journals which are indexed publications with Impact factor less than one	20 / publication		
		Refereed Journals with impact factor 2.1 and below 5.0	Refereed Journals with impact factor 1.0 and below 2.0	30 / publication		
		Refereed Journals with impact factor 5.1 and below 10.0	Refereed Journals with impact factor 2.0 and below 5.0	40 / publication		
		Refereed Journals with impact factor less than one indexed	Refereed Journals which are not indexed without any impact factor	15 / publication		
		Vernacular & Indian language journals in all disciplines without any impact factors included in the list of journals prepared by the university and hosted in its website	Vernacular & Indian language journals in all disciplines without any impact factors included in the list of journals prepared by the university and hosted in its website	10 / Publication		
		Non impact factor National level research papers in non-refereed/ journals but having ISBN/ISSN numbers and the list of journals prepared by the university and hosted in its website.	National level research papers in non-refereed/ non Journals but having ISBN /ISSN numbers and the list of journals prepared by the university and hosted in its website.	10 / publication		
		Full papers in conference proceedings, etc. (Abstracts not to be included)	Full papers in Conference proceedings, etc. (Abstracts not to be included)	(b) 10 / publication		
III(b)	Research Publications (books, chapters in books, other than	Text or Reference Books Published by International Publishers with an established peer review system	Text or Reference Books Published by International Publishers	50 /sole author; 10/ chapter in an edited book		

	refereed journal articles)	Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers	Subject Books by / national level publishers/State and Central Govt. Publications with ISBN/ISSN	25 /sole author, and 5/ chapter in edited books
		Subject Books by Other local publishers with ISBN/ISSN numbers	Subject Books by Other local publishers with ISBN/ISSN numbers	15 / sole author, and 3 / chapter in edited books
		Chapters in knowledge based volumes by Indian/ National level publishers with ISBN/ISSN numbers & with numbers of national & international directories	Chapters in knowledge based volumes in Indian/ National level publishers with ISBN /ISSN numbers & with numbers of national & international directories	5 / Chapter

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

III(C)		RESEARCH PROJECT				
III (C) (i)	Sponsored Projects carried out/ ongoing (b) Major Projects amount mobilized with grants above 5.0 lakhs up to 30.00 lakhs (c) Minor projects from central / state funding agencies with grants below 5.0 lakhs	(a) Major Projects amount mobilized with grants above 30.0 lakhs	Major Projects amount mobilized with grants above 5.0 lakhs		20 each Project	
		Major Projects Amount mobilized with minimum of Rs. 4.00 lakhs up to Rs. 5.00 lakhs	15 each major project			
		Minor projects from central / state funding agencies with grants below 4.00 lakhs	10 each minor project			
III(C) (ii)	Consultanc y Projects carried out / ongoing	Amount mobilized with minimum of Rs.5.00 lakhs	Amount mobilized with minimum of Rs.1.lac		10 per every Rs.5.0 lakhs and Rs.1.0 lakh respectively	
III (C) (iii)	Completed projects: Quality Evaluation	Completed project Report (Acceptance from funding agency)	Completed project report (Accepted by funding agency)		20 /each major project and 10 each minor project	
III (C) (iv)	Projects Outcome / Outputs	Patent/Technology transfer/ Product/Process	Policy document of Govt. Bodies at Central and State level		30 each output or outcome for National patents etc / 50 each for International patents etc.,	
III(D)		RESEARCH GUIDANCE				
III (D) (i)	M.Phil.	Degree awarded Thesis submitted	Degree awarded Thesis submitted	5 / each candidate 2 / each candidate		
III (D) (ii)	Ph.D	Degree awarded	Degree awarded	10 / each candidate		
		Thesis submitted	Thesis submitted	7 / each candidate		
III(E)		TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS				
III(E) (i)	Research Methodology/ Workshops or Conferences/ Seminars & Symposia	a.Research Methodology course (not less than three weeks) /Workshops of not less than one week duration.	a. Research methodology course (not less than three weeks)/ workshops of not less than one week.		20 / each event	
		b. International conference/ Seminar / Symposia	b. International conference / seminars / symposia		20 / each	
		c. National conference/ Seminar / Symposia	c. National conference / seminars/ symposia		10 / each	
		d. State level / university/ college level seminar / conference / symposia	d. State level / university / college level seminar / conference / symposia		5 / each	
III(E) (ii)	Papers in Conferences/ Seminars/ workshops etc.*	Participation and Presentation of research papers (oral/poster) in		Participation and Presentation of research papers (oral/poster) in		
		a) International / Foreign conference etc.,		(i) International / Foreign conference etc.,		
		b) National		a) National		
		c) Regional /State level		10	Regional / State level	
		d) Local –University/ College level	5	Local –University / College level		

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

III(E) (iv)	Invitations for conference s/seminars/ workshops/ symposia to deliver lectures/and/or chair sessions	a.	International/foreign	b.	International/foreign	10 /each
		c.	National	d.	National	7.5 /each
		e.	State level/Regional	f.	State level/Regional	5 /each
		g.	University/College level Endowment lectures	h.	University/College level Endowment lectures	5 /each
III (F)	Awards / Honours / D.Litt., LLB etc.,	Recognitions / Fellowship titles / Post-doctoral Research degrees like D.Sc.,				
III(F) (i)	Discipline specific Awards	a.	Awards by Foreign universities / Accredited International Bodies	a.	Awards by Foreign universities / Accredited International Bodies	50 /each
		b.	National: by UGC,CSIR, DST, DBT, ICAR & other Government bodies and Professional Academies like Bhatnagar Award etc.,	b.	National: by UGC, ICSSR, ICCR, Sahitya Academy and Professional Academies like Gnanapeet award etc.,	50 /each
		c.	State/university level	c.	State/university level	20 /each
		d.	Regional / local	d.	Regional / local	10 /each
III F (ii)	Honours/ Recognitions	a.	Foreign countries / Governments & International bodies like UNESCO etc.,	a.	Foreign countries Governments & International bodies like UNESCO etc.,	50 /each
		b.	National like Padma Sri etc.,	b.	National like Padma Sri etc.,	50 /each
		c.	State level/university level	c.	State level/university level	20 /each
		d.	Regional / local by GO/ NGOs/Rotary/ Lions etc.,	d.	Regional / local by GO/ NGOs/Rotary/ Lions etc.,	5 /each
		e.	Professional Subject Based associations	e.	Professional Subject Based associations	5 /each
III F(iii)	Fellowship Titles	a.	Foreign universities/bodies like FRCP, FRCS etc.,	a.	Foreign universities/bodies like Trinity title etc.,	50 /each
		b.	Indian Science & other Academies like Fellow of Indian National Science Academy FNA, FNASC, FAMS etc.,	b.	Indian Academies of Languages, Arts etc.,	50 /each
		c.	Discipline specific National level Associations	c.	Discipline specific National level Associations	10 /each
III F(iv)	Postdoctoral degrees	a.	D. Sc from an university based on post-doctoral thesis	a.	D. Litt from an university based on post – doctoral thesis / LLD	50 /each

The incumbent teacher other academic staff or the candidates applying for direct recruitment shall follow the norms prescribed in Appendix III – Table I to III while filling up this PBAS proforma and providing the self appraisal score. The self appraisal score to be given by the applicant based on evidences criteria which would be verified by the screening – cum Evaluation committee / Selection committee at the appropriate level of CAS promotion.

Signature of the faculty with
Designation, Place & Date

Forwarded by:

Signature of HOD / School Chairperson / Principal

UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION, 2010

These Regulations are issued for minimum qualifications for appointment and other service conditions of University and College Teachers, Librarians, Directors of Physical Education and Sports for the maintenance of standards in higher education and revision of pay scales.

1.0.0 COVERAGE

1.1.1 For teachers in the Faculties of Agriculture and Veterinary Science, the norms /Regulations of Indian Council of Agricultural Research; for Faculty of Medicine, Dentistry, Nursing and AYUSH, the norms/Regulations of Ministry of Health and Family Welfare, Government of India; for Faculty of Education, the norms/Regulations formulated in consultations with National Council of Teacher Education; for Engineering and Technology, Pharmacy and Management/Business Administration, the norms/Regulations formulated in consultations with All India Council for Technical Education; and the qualifications in the field of rehabilitation and special education at Degree, PG Diploma and Masters level, the norms/Regulations formulated in consultations with Rehabilitation Council of India, shall apply.

2.0.0 PAY SCALES, PAY FIXATION FORMULA AND AGE OF SUPERANNUATION, ETC.

2.1.0 The revised scales of pay and other service conditions including age of superannuation in central universities and other institutions maintained and/or funded by the University Grants Commission (UGC), shall be strictly in accordance with the decision of the Central Government, Ministry of Human Resource Development (Department of Education), as contained in **Appendix-I**.

2.2.0 The pay scale shall, in the central universities and other institutions maintained and/or funded by the UGC, be fixed in accordance with the pay “fixation formula” developed by the UGC and approved by the Ministry of Human Resource Development (MHRD), as contained in **Appendix-II**.

2.3.0 The pay fixation formula for teachers shall apply for other positions in the Library and Physical Education and Sports cadres in the Central Universities and Colleges thereunder and Institutions Deemed to be Universities whose maintenance expenditure is met by the UGC.

2.3.1. The revised scales of pay and age of superannuation as provided in Clause 2.1.0 above, may also be extended to Universities, colleges and other higher educational institutions coming under the purview of the State Legislature and maintained by the State Governments, subject to the implementation of the scheme as a composite one in adherence of the terms and conditions laid down in the MHRD notifications provided as Appendix I and in the MHRD letter No.F.1-7/2010-U II dated 11 May, 2010 with all conditions specified by the UGC in these Regulations and other Guidelines.

2.3.2. Subject to the availability of vacant positions and fitness, teachers such as Assistant Professor, Associate Professor and Professor only, may be re-employed on contract appointment beyond the age of superannuation, as applicable to the concerned University, college and Institution, up to the age of seventy years.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Provided further that all such re-employment shall be strictly in accordance with the guidelines prescribed by the UGC, from time to time.

- 2.3.3. All other aspects which are not covered in these Regulations, on applicability, financial assistance, date of implementation of revised pay and allowances and payment of arrears, etc. shall be as laid down in the MHRD Notifications provided as Appendix-I of these Regulations and the MHRD letter No.F.1-7/2010-U II dated 11 May, 2010.

3.0.0. RECRUITMENT AND QUALIFICATIONS

- 3.1.0 The direct recruitment to the posts of Assistant Professors, Associate Professors and Professors in the Universities and Colleges shall be on the basis of merit through all India advertisement and selections by the duly constituted Selection Committees as per the provisions made under these Regulations to be incorporated under the Statutes/Ordinances of the concerned university. The composition of such committees should be as prescribed by the UGC in these Regulations.

- 3.2.0 The minimum qualifications required for the post of Assistant Professors, Associate Professors, Professors, Principals, Assistant Directors of Physical Education and Sports, Deputy Directors of Physical Education and Sports, Directors of Physical Education and Sports, Assistant Librarians, Deputy Librarians, Librarians will be those as prescribed by the UGC in these Regulations.

- 3.3.0 The minimum requirements of a good academic record, 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the master's level and qualifying in the National Eligibility Test (NET), or an accredited test (State Level Eligibility Test - SLET/SET), shall remain for the appointment of Assistant Professors.

- 3.3.1. NET/SLET/SET shall remain the minimum eligibility condition for recruitment and appointment of Assistant Professors in Universities / Colleges / Institutions.

Provided however, that candidates, who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions.

- 3.3.2 NET/SLET/SET shall not be required for such Masters Degree Programmes in disciplines for which NET/SLET/SET accredited test is not conducted.

- 3.4.0 A minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) will be required at the Master's level for those recruited as teachers at any level from industries and research institutions and at the entry level of Assistant Professors, Assistant Librarians, Assistant Directors of Physical Education and Sports.

- 3.4.1 A relaxation of 5% may be provided at the graduate and master's level for the Scheduled Caste/ Scheduled Tribe/Differently-abled (Physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.

- 3.5.0 A relaxation of 5% may be provided, from 55% to 50% of the marks to the Ph.D. Degree holders, who have obtained their Master's Degree prior to 19 September, 1991.

- 3.6.0 Relevant grade which is regarded as equivalent of 55% wherever the grading system is followed by a recognized university shall also be considered eligible.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 3.7.0 The Ph.D. Degree shall be a mandatory qualification for the appointment of Professors and for promotion as Professors.
- 3.8.0 The Ph.D. Degree shall be a mandatory qualification for all candidates to be appointed as Associate Professor through direct recruitment.
- 3.9.0. The period of time taken by candidates to acquire M.Phil. and/or Ph.D. Degree shall not be considered as teaching/ research experience to be claimed for appointment to the teaching positions.

4.0.0 DIRECT RECRUITMENT

4.1.0 PROFESSOR

- A. (i) An eminent scholar with Ph.D. qualification(s) in the concerned/allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers.
- (ii) A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.
- (iii) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in this Regulation in Appendix III.

OR

- B. An outstanding professional, with established reputation in the relevant field, who has made significant contributions to the knowledge in the concerned/allied/relevant discipline, to be substantiated by credentials.

4.2.0 PRINCIPAL

- i. A Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) by a recognized University.
- ii. A Ph.D. Degree in concerned/allied/relevant discipline(s) in the institution concerned with evidence of published work and research guidance.
- iii. Associate Professor/Professor with a total experience of fifteen years of teaching/ research/administration in Universities, Colleges and other institutions of higher education.
- iv. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in this Regulation in Appendix III for direct recruitment of Professors in Colleges.

4.3.0 ASSOCIATE PROFESSOR

- i. Good academic record with a Ph.D. Degree in the concerned/allied/relevant disciplines.
- ii. A Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed).
- iii. A minimum of eight years of experience of teaching and/or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and/or research/policy papers.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- iv. Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- v. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in this Regulation in Appendix III.

4.4.0 ASSISTANT PROFESSOR

4.4.1 Arts, Humanities, Sciences, Social Sciences, Commerce, Education, Languages, Law, Journalism and Mass Communication

- i. Good academic record as defined by the concerned university with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign university.
- ii. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
- iii. Notwithstanding anything contained in sub-clauses (i) and (ii) to this Clause 4.4.1, candidates, who are, or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions.
- iv. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

4.4.2 MUSIC, PERFORMING ARTS, VISUAL ARTS AND OTHER TRADITIONAL INDIAN ART FORMS LIKE SCULPTURE, ETC.

4.4.2.1. MUSIC AND DANCE DISCIPLINE

1. ASSISTANT PROFESSOR:

- i. Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level, in the relevant subject or an equivalent degree from an Indian/ Foreign University.
- ii. Besides fulfilling the above qualifications, candidates must have cleared the National Eligibility Test (NET) for lecturers conducted by the UGC, CSIR, or similar test accredited by the UGC. Notwithstanding anything contained in the sub-clauses (i) and (ii) to this Clause 4.4.2.1, candidates, who are, or have been awarded Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions.
- iii. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

OR

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- i. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should have:
 - (a) Studied under noted/reputed traditional masters and has thorough knowledge to explain the subject concerned;
 - (b) A high grade artist of AIR/TV; and
 - (c) Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

2. ASSOCIATE PROFESSOR:

- i. Good academic record with doctoral degree, with performing ability of high professional standard.
- ii. Eight years of experience of teaching at the University, College level and/or research in University/national level institutions excluding the period spent for obtaining the research degree.
- iii. Has made significant contributions to the knowledge in the subject concerned, as evidenced by quality of publications.
- iv. Contribution to educational innovation such as designing of new courses, curricula and/or outstanding performing achievement in the field of specialization.

OR

- i. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:
 - (a) 'A' grade artist of AIR/TV;
 - (b) Eight years of outstanding performing achievements in the field of specialization;
 - (c) Experience in designing of new courses and /or curricula;
 - (d) Participation in Seminars/Conferences in reputed institutions; and
 - (e) Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

3. PROFESSOR:

- i. An eminent scholar with a doctoral degree actively and engaged in research with ten years of experience in teaching in University/College and/or research at the University/National level institutions including experience of guiding research at doctoral level with outstanding performing achievements in the field of specialization.

OR

- ii. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:
 - (a) 'A' grade artist of AIR/TV;
 - (b) Twelve years of outstanding performing achievements in the field of specialization;
 - (c) Significant contributions in the field of specializations and ability to guide research;

- (d) Participation in National/International Seminars/Conferences/ Workshops and/ or recipient of National/International Awards/ Fellowships; and
- (e) Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

4.4.2.2. DRAMA DISCIPLINE:

1. ASSISTANT PROFESSOR:

- i. Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level, in the relevant subject or an equivalent degree from an Indian/ Foreign University.
- ii. Besides fulfilling the above qualifications, candidates must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR, or similar test accredited by the UGC. However, candidates, who are, or have been awarded Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/ Colleges / Institutions.
- iii. Without prejudice to the above, NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

OR

- iv. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:
 - 1. A professional artist with first class degree/diploma from National School of Drama or any other such approved Institution in India or abroad;
 - 2. Five years of regular acclaimed performance in regional/ national/ international stage with evidence; and
 - 3. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in said discipline.

2. ASSOCIATE PROFESSOR:

- i. Good academic record with doctoral degree with performing ability of high professional standard as recommended by an expert committee constituted by the University concerned for the said purpose.
- ii. Eight years of experiences of teaching in a University / College and/ or research in University/national level institutions excluding the period spent for obtaining the research degree.
- iii. Has made significant contributions to the knowledge in the subject concerned, as evidenced by quality of publications.
Contributions to educational innovation such as designing new courses and/ or curricula and/ or outstanding performing achievements in the field of specializations.

OR

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- iv. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:
 - 1. A recognized artist of Stage/ Radio/TV;
 - 2. Eight years of outstanding performing achievements in the field of specialization;
 - 3. Experience in designing of new courses and /or curricula;
 - 4. Participation in Seminars/Conferences in reputed institutions; and
 - 5. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

3. PROFESSOR:

- i. An eminent scholar with a doctoral degree actively engaged in research with ten years of experience in teaching and /or research at the University/ National level institutions including experience of guiding research in doctoral level, with outstanding performing achievement in the field of specialization.

OR

- ii. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:
 - 1. Twelve years of outstanding performing achievements in the field of specialization;
 - 2. Has made significant contributions in the field of specializations and has the ability to guide research;
 - 3. Participation in National/International Seminars/Conferences/ Workshops and/ or recipient of National/International Awards/ Fellowships; and
 - 4. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations.

4.4.2.3. VISUAL (FINE) ARTS DISCIPLINE

1. ASSISTANT PROFESSOR:

- i. Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's degree level, in the relevant subject or an equivalent degree from an Indian/ Foreign University.
- ii. Besides fulfilling the above qualifications, candidates must have cleared the National Eligibility Test (NET) for lecturers conducted by the UGC, CSIR, or similar test accredited by the UGC. Notwithstanding anything contained in sub-clauses (i) and (ii) to this Clause 4.4.2.3, candidates, who are, or have been awarded a Ph.D. Degree, in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions.
- iii. Without prejudice to the above, NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

OR

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- i. A Professional artist with highly commendable professional achievement in the concerned subject, who should have:
 1. First class Diploma in Visual (Fine) arts discipline from the recognized Institution of India/Abroad;
 2. Five years of experience of holding regular regional/National exhibitions/ Workshops with evidence; and
 3. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

2. ASSOCIATE PROFESSOR:

- i. Good academic record with doctoral degree, with performing ability of high professional standard.
- ii. Eight years of experience of teaching in a University / College and/ or research in University / national level institutions excluding the period spent for the research degree of M.Phil./ Ph. D.
- iii. Has made significant contributions to the knowledge in the subject concerned as evidenced by quality of publications.
- iv. Contributions to educational innovation such as: designing new courses and/ or curricula and/or outstanding performing achievements in the field of specializations.

OR

- v. A Professional artist with highly commendable professional achievement in the concerned subject, who should have:
 1. A recognized artist of his/her own discipline;
 2. Eight years of outstanding performing achievements in the field of specialization;
 3. Experience in designing of new courses and /or curricula;
 4. Participation in Seminars/Conferences in reputed institutions; and
 5. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

3. PROFESSOR:

- i. An eminent scholar with a doctoral degree actively engaged in research with ten years of experience in teaching and /or research at the University/ National level institutions including experience of guiding research in doctoral level, with outstanding performing achievement in the field of specialization.

OR

- ii. A Professional artist with highly commendable professional achievement in the concerned subject, who should have:
 1. Twelve years of experience of holding regular regional/national exhibition/ workshops with evidence;
 2. Significant contributions in the field of specialization and ability to guide research;
 3. Participation in National/International Seminars/Conferences/ Workshops and/or recipient of National/International Awards/ Fellowships; and
 4. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

4.4.3. QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF OCCUPATIONAL THERAPY TEACHERS

1. ASSISTANT PROFESSOR:

- i. Bachelor Degree in Occupational Therapy (B.O.T./B. Th.O./B.O.Th.), Masters in Occupational Therapy (M.O.Th/M.Th.O./ M.Sc. O.T/M.OT.) with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) from a recognized University.

2. ASSOCIATE PROFESSOR:

- i. Master in Occupational Therapy (M.O.T./M.O.Th./M.Sc. O.T.) with eight years experience as Assistant Professor.
- ii. Desirable: Higher Qualification like Ph. D. in any discipline in occupational therapy recognized by the UGC/independent published work of higher standard.

3. PROFESSOR:

- i. Masters in Occupational Therapy (M.O.T. / M.O.Th./M.Th.O./M.Sc. O.T.) with eleven years total experience including five years experience as Associate Professor (Occupational Therapy).
- ii. Desirable: Higher Qualification like Ph. D. in any discipline in occupational therapy recognized by the UGC/independent published work of high standard.

4. PRINCIPAL / DIRECTOR / DEAN:

Masters in Occupational Therapy (M.O.T./M.Th.O./M.Oth./M.Sc. O.T.) with fifteen years experience, which shall include five years experience as Professor (Occupational Therapy).

- i. Senior-most Professor shall be the Principal / Director / Dean.
- ii. Desirable: Higher qualification like Ph. D. in any discipline in occupational therapy recognized by the UGC/ independent published work of high standard.

4.4.4. QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF PHYSIOTHERAPY TEACHERS

1. ASSISTANT PROFESSOR:

- i. Bachelor Degree in Physiotherapy (B.P.T./B. Th./P./B.P.Th.), Masters in Physiotherapy (M./P.Th/M.Th.P./M.Sc. P.T/M.PT.) with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) from recognized University.

2. ASSOCIATE PROFESSOR:

- i. Master in Physiotherapy (M.P.T./M.P.Th./M.Th.P/M.Sc. P.T.) with eight years total experience as Assistant Professor.
- ii. Desirable: Higher Qualification like Ph. D. in any discipline in Physiotherapy recognized by U.G.C./independent published work of higher standard.

3. PROFESSOR:

- i. Masters in Physiotherapy (M.P.T. / M.P.Th./M.Th.P/M.Sc. P.T.) with eleven years total experience including five years experience as Associate Professor (Physiotherapy).
- ii. Desirable: Higher Qualification like Ph. D. in any discipline in Physiotherapy recognized by U.G.C./ independent published work of high standard.

4. PRINCIPAL / DIRECTOR / DEAN:

- i. Masters in Physiotherapy (M.P.T./M.Th.P./M.Pth./M.Sc. P.T.) with fifteen years total experience, including five years experience as Professor (Physiotherapy).
- ii. Senior-most Professor shall be the Principal / Director / Dean.
- iii. Desirable: Higher qualification like Ph. D. in any discipline in Physiotherapy recognized by the UGC/ independent published work of high standard.

4.4.5. MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHING FACULTY IN UNIVERSITIES AND COLLEGES - MANAGEMENT/BUSINESS ADMINISTRATION:

1. ASSISTANT PROFESSOR

- i. Essential:
 1. First Class Masters Degree in Business Management / Administration / in a relevant management related discipline or first class in two year full time PGDM declared equivalent by AIU / accredited by the AICTE / UGC;
- OR
2. First Class graduate and professionally qualified Chartered Accountant / Cost and Works Accountant / Company Secretary of the concerned statutory bodies.
- ii. Desirable:
 1. Teaching, research, industrial and / or professional experience in a reputed organization;
 2. Papers presented at Conferences and / or published in refereed journals.

2. Associate Professor:

- i. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration / in a relevant management related discipline or first class in two years full time PGDM declared equivalent by AIU/ recognized by the AICTE / UGC;
- OR
- First Class graduate and professionally qualified Chartered Accountant / Cost and works Accountant / Company Secretary of the concerned statutory body.
- ii. Ph.D. or Fellow of Indian Institute of Management or of an Institute recognized by AICTE and declared equivalent by the AIU.
- iii. A minimum of eight years' experience of teaching / industry / research / professional at managerial level excluding the period spent for obtaining the research degree.
- OR
- iv. In the event the candidate is from industry and the profession, the following requirements shall constitute as essential requirements:
 1. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration / in a relevant management related discipline or first class in two years full time PGDM declared equivalent by AIU / recognized by AICTE / UGC, OR

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

First Class graduate and professionally qualified Chartered Accountant / Cost and Works Accountant / Company Secretary of the concerned statutory body.

2. A minimum of ten years experience of teaching industry / research / profession, out of which five years must be at the level of Assistant Professor or equivalent excluding the period spent for obtaining research degree. The candidate should have Professional work experience, which is significant and can be recognized at national / international level as equivalent to Ph.D. and ten years managerial experience in industry / profession of which at least five years should be at the level comparable to that of lecturer / assistant professor.
- v. Without prejudice to the above, the following conditions may be considered desirable:
 - a) Teaching, research industrial and / or professional experience in a reputed organization;
 - b) Published work, such as research papers, patents filed / obtained, books and / or technical reports; and
 - c) Experience of guiding the project work /dissertation of PG / Research Students or supervising R&D projects in industry.

3. Professor:

- i. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration / in a relevant discipline or consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in two year full time PGDM declared equivalent by AIU / recognized by the AICTE / UGC;

OR

First Class graduate and professionally qualified Chartered Accountant / Cost and works Accountant / Company Secretary of the concerned statutory body. ii. Ph. D. or Fellow of Indian Institute of Management or of an Institute recognized by AICTE and declared equivalent by the AIU.

- iii. A minimum of ten years' experience of teaching / industry / research / professional out of which five years must be at the level of Reader or equivalent excluding the period spent for obtaining the research degree.

OR

- iv. In the event the candidate is from industry and the profession, the following shall constitute as essential:

1. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration / in a relevant management related discipline or consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in two years full time PGDM declared equivalent by AIU / recognized by the AICTE / UGC.

OR

First Class graduate and professionally qualified Chartered Accountant / Cost and works Accountant / Company Secretary of the concerned statutory body.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

2. The candidate should have professional work experience which is significant and can be recognized at national / International level as equivalent to Ph. D. and twelve years' managerial experience in industry / profession of which at least eight years should be at least at a level comparable to that of Reader/Assistant Professor.
- v. Without prejudice to the above, the following conditions may be considered desirable:
 - i) Teaching, Teaching, research, and / or professional experience in a reputed organization;
 - ii) Published work, such as research papers, patents filed / obtained, books and / or technical reports;
 - iii) Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
 - iv) Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
 - v) Capacity to undertake / lead sponsored R&D consultancy and related activities.

4. Principal / Director / Head of Institution

- i. Qualification same as those prescribed for the post of professor in the relevant discipline with a minimum of fifteen years' experience of postgraduate teaching / industry / research.

OR

- ii. For candidates from Industry / Profession:
 1. Qualification same as those prescribed for the post of Professor from industry / profession stream with fifteen years' experience of postgraduate teaching / research out of which five years must be at the level of Professor in the relevant discipline.
- iii. Without prejudice to the above, the following conditions may be considered desirable:
 1. Administrative experience in senior level responsible position in the Industry / Professional Institution.

5. PERCENTAGE EQUIVALENCE OF GRADE POINTS FOR A SEVEN POINTS SCALE:

It is hereby clarified that where the University/College/Institution declare results in grade points which is on a scale of seven, the following mechanism shall be referred to ascertain equivalent marks in percentage:

Grade	Grade Point	Percentage Equivalent
'O' – Outstanding	5.50-6.00	75-100
'A' – Very Good	4.50-5.49	65-74
'B' – Good	3.50-4.49	55-64
'C' – Average	2.50-3.49	45-54
'D' – Below Average	1.50-2.49	35-44
'E' – Poor	0.50-1.49	25-34
'F' – Fail	0-0.49	0-24

6. SELECTION COMMITTEE:

The Selection Committee should be as the same notified by the UGC in the Regulations.

4.4.6.1 MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHING FACULTY IN UNIVERSITIES AND COLLEGES-ENGINEERING AND TECHNOLOGY DISCIPLINE:

1. Assistant Professor

- i. Essential
First Class Master's Degree in the appropriate branch of Engineering (Engg.) & Technology (Tech).
- ii. Without prejudice to the above, the following conditions may be considered desirable:
 1. Teaching, research industrial and / or professional experience in a reputed organization;
 2. Papers presented at Conferences and / or in refereed journals.

2. Associate Professor

- i. Essential:
A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech., and experience of eight years in teaching, research and / or industry at the level of Lecturer or equivalent grade, excluding period spent on obtaining the research degree.

OR

- ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:
 1. First Class Master's Degree in the appropriate branch of Engg., & Tech.;
 2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial / professional experience of eight years in a position equivalent to the level of Lecturer,
Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.
- iii. Without prejudice to the above, the following conditions may be considered desirable:
 1. Teaching, research industrial and / or professional experience in a reputed organization;
 2. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
 3. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry.

3. Professor:

- i. Essential:
 1. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech., and experience of ten years in teaching, research and / or industry, out of which at least five years at the level of Assistant Professor Reader or equivalent grade.

OR

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:
 - 1. First Class Master's Degree in the appropriate branch of Engg., & Tech.;
 - 2. Significant professional work which can be recognized* as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial / professional experience of ten years, out of which at least five years at a senior level of Assistant Professor / Reader,
Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.
- iii. Without prejudice to the above, the following conditions may be considered desirable:
 - 1. Teaching, research industrial and / or professional experience in a reputed organization;
 - 2. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
 - 3. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
 - 4. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
 - 5. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

4.4.6.2 Bio-Technology (Engg. & Tech.) Discipline:

1. Assistant Professor:

- i. Essential:
 - 1. First Class Master's Degree in the appropriate branch of Engineering (Engg.) & Technology (Tech);
OR
 - 2. A Ph.D. Degree in Applied Biological Sciences such as, Micro-Biology, BioChemistry, Genetics, Molecular Biology, Pharmacy and Bio-Physics;
OR
 - 3. Good academic record with at least 55% marks (or an equivalent grade) and at the Master's Degree level, in the relevant subject or an equivalent degree from an Indian / Foreign University.
- ii. Besides fulfilling the above qualifications, candidates should have cleared the eligibility test (NET) for lecturers conducted by the UGC, CSIR or similar test accredited by the UGC.
- iii. Desirable:
 - 1. Teaching, research industrial and / or professional experience in a reputed organization;
 - 2. Papers presented at Conferences and / or in refereed journals;

2. Associate Professor:

- i. Essential:
 - 1. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech./Applied Biological sciences, and experience of eight years in teaching, research and / or industry at the level of Lecturer or equivalent grade, excluding period spent on obtaining the research degree;

OR

- ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:
 - 1. First Class Master's Degree in the appropriate branch of Engg., & Tech./ Applied Biological Sciences;
 - 2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial / professional experience of eight years in a position equivalent to the level of Lecturer,
Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.
- iii. Desirable:
 - 1. Teaching, research industrial and / or professional experience in a reputed organization;
 - 2. Published work, such as research papers, patents filed / obtained, books, and / or technical reports; and
 - 3. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry.

3. Professor:

- i. Essential:
 - 1. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech. / Applied Biological Sciences, and experience of ten years in teaching, research and / or industry, out of which at least five years at the level of Assistant Professor Reader or equivalent grade.

OR

- ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:
 - 1. First Class Master's Degree in the appropriate branch of Engg., & Tech. / Applied Biological Sciences;
 - 2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech. / Applied Biological Sciences, and industrial / professional experience of ten years, out of which at least five years at a senior level of Assistant Professor / Reader,
Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.
- iii. Desirable:
 - 1. Teaching, industrial research and / or professional experience in a reputed organization;
 - 2. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
 - 3. Experience of guiding the project work, dissertation of post graduate or research students or supervising R&D projects in industry;
 - 4. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
 - 5. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

4.4.6.3. PHARMACY DISCIPLINE:

1. Assistant Professor

- i. Essential:
 1. A basic degree in pharmacy (B.Pharm.).
 2. Registration as a pharmacist under the Pharmacy Act, 1948, as amended from time to time, including any succeeding enactments.
 3. First Class Master's Degree in appropriate branch of specialization in Pharmacy.
- ii. Desirable:
 1. Teaching, research industrial and / or professional experience in a reputed organization; and
 2. Papers presented at Conferences and / or in refereed journals.

2. Associate Professor:

- i. Essential:
 1. A basic degree in pharmacy (B. Pharm.).
 2. Registration as a pharmacist under the Pharmacy Act, 1948, as amended from time to time, including any succeeding enactments.
 3. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of specialization in Pharmacy, and experience of eight years in teaching, research, industry and / or profession at the level of Lecturer or equivalent grade; excluding period spent on obtaining the research degree.

OR

- ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:
 1. First Class Master's Degree in the appropriate branch of specialization in Pharmacy;
 2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of specialization in Pharmacy and industrial / professional experience of eight years in a position equivalent to the level of Lecturer,
Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.
- iii. Desirable:
 1. Teaching, research industrial and / or professional experience in a reputed organization;
 2. Published work, such as research papers, patents filed / obtained, books and / or technical reports; and
 3. Experience of guiding the project work, dissertation of post graduate or research students or supervising R&D projects in industry.

3. Professor:

- i. Essential:
 1. A basic degree in pharmacy (B. Pharm.).
 2. Registration as a pharmacist under the Pharmacy Act, 1948, as amended from time to time, including any succeeding enactments.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

3. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of specialization in Pharmacy, and experience of ten years in teaching, research, industry and / or profession at the level of Lecturer or equivalent grade;
OR
- ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:
 1. First Class Master's Degree in the appropriate branch of specialization in Pharmacy; and
 2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of specialization in Pharmacy and industrial / professional experience of five years at a senior level comparable to Assistant Professor / Reader,
Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.
- iii. Desirable:
 1. Teaching, industrial research and / or professional experience in a reputed organization;
 2. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
 3. Experience of guiding the project work, dissertation of post graduate or research students or supervising R&D projects in industry;
 4. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
 5. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

For avoidance of doubt, it is hereby clarified that:

 1. If Class or Division is not declared at the Bachelor's or Master's Degree levels, an aggregate of $\geq 60\%$ or equivalent Cumulative Grade Point Average (CGPA) is to be considered as equivalent to First Class.
 2. In respect of CGPA awarded to the candidates on a 10-Point Scale, the Table of equivalence shall be provided by the university concerned followed for determining the Class obtained by them as per (1) cited above.

4.4.7 QUALIFICATIONS PRESCRIBED FOR FACULTY POSITIONS IN THE REGULATIONS OF NCTE.

A. QUALIFICATIONS FOR B. Ed. COURSE:

(i) PRINCIPAL / HEAD (in multi-faculty institution):

- a. Academic and professional qualification will be as prescribed for the post of lecturer;
- b. Ph.D. in Education; and
- c. Ten years teaching experience out of which at least five years teaching experience in a Secondary Teacher Educational Institution.
Provided that, in the event of non-availability of eligible and suitable candidates for appointment as Principal / Heads as per above eligibility criteria, it would be permissible to appoint retired Professor / Head in Education on contract basis for a period not exceeding one year at a time, till such time the candidates complete sixty five years of age.

(ii) ASSISTANT PROFESSOR:

- a. Foundation Courses
- 1. A Master's Degree in Science / Humanities / Arts with 50% marks (or an equivalent grade in a point scale wherever grading system is followed);
- 2. M. Ed. With at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed); and
- 3. Any other stipulation prescribed by the UGC / any such affiliating body / State Government, from time to time for the positions of principal and lecturers, shall be mandatory;

OR

- 1. M. A. in Education with 55% marks (or an equivalent grade in a point scale wherever grading system is followed);
 - 2. B. Ed. with at least 55% (marks or an equivalent grade in a point scale wherever grading system is followed); and
 - 3. Any other stipulation prescribed by the UGC / any such affiliating body / State Government, from time to time for the positions of principal and lecturers, shall be mandatory.
- b. Methodology Courses
 - 1. A Master's Degree in subject with 50% marks (or an equivalent grade in a point scale wherever grading system is followed);
 - 2. M. Ed. Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed); and
 - 3. Any other stipulation prescribed by the UGC / any such affiliating body/ State Government, from time to time for the position of principal and lecturers, shall be mandatory.

Provided that at least one lecturer should have specializations in ICT and another in the special education.

B. QUALIFICATIONS FOR M. Ed. COURSE:

(i) PROFESSOR / HEAD:

- a. A Master's Degree in Arts / Humanities / Sciences / Commerce and M. Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed), OR
 - M. A. (Education) with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and B. Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed);
 - b. Ph. D. in Education; and
 - c. At least ten years of teaching experience in University department of education or College of Education of which a minimum of five years at the M. Ed. level with published work in the area of his specialization.
- Provided* that, in the event of non-availability of eligible and suitable candidates for appointment as Professor / HOD / Reader as per above eligibility criteria, it would be permissible to appoint retire Professor / HOD / Reader in Education on contract basis for a period not exceeding one year at a time till such time the candidates complete sixty five years of age.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

(ii) ASSOCIATE PROFESSOR:

- a. A Master's Degree in Arts / Humanities / Sciences / Commerce and M. Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed), OR
- I. A. (Education) and B. Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed);
- b. Ph. D. in Education; and
- c. At least eight years of teaching experience in University department of education or College of Education, with a minimum of three years at the M. Ed. level and has published work in the relevant area of specialization.

(iii) ASSISTANT PROFESSOR:

- a. A Master's Degree in Arts / Humanities / Sciences / Commerce and M. Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed), OR
- I. A. (Education) and B. Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed); and
- b. Any other stipulation prescribed by the UGC / such other affiliating body/ State Government, from time to time for the positions of Principal and lecturers, shall be mandatory.
Provided that it is desirable that one faculty member possesses a Master's Degree in Psychology and another member in Philosophy / Sociology besides M. Ed.

C. QUALIFICATIONS FOR M. P.Ed. COURSE:

(i) PRINCIPAL / HEAD:

- a. A Master's degree in Physical Education with 55% marks (or an equivalent grade in a point scale wherever grading system is followed),;
- b. Ph.D. in Physical Education or equivalent published work in Physical Education; and
- c. Ten Years teaching experience out of which five years experience shall be in a college Physical Education.
Provided that in the event of non-availability of eligible and suitable candidates for appointment as Principal / Head as per above eligibility criteria, it would be permissible to appoint retired Principal / Head in Physical Education or contract basis for a period non exceeding one year at a time till such time the candidates complete sixty five years of age.

(ii) PROFESSOR:

- a. A Master's Degree in Physical Education with a minimum of 55% (marks or an equivalent grade in a point scale wherever grading system is followed);
- b. Ph.D. in Physical Education or equivalent published work; and
- c. At least ten years teaching / research experience in a department / college of Physical Education out of which at least five years in the post graduate institution / University department.

(iii) ASSOCIATE PROFESSOR:

- a. A Master's Degree in Physical Education with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed)

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- b. At least eight years teaching / research experience in a department / college of Physical Education out of which at least three years in the post graduate level; and
- c. Ph.D. in Physical Education or Equivalent published work.
Provided that in the event of non-availability of eligible and suitable candidates for appointment as Professor / Reader as per above eligibility criteria, it would be permissible to appoint retired Professor / Reader in Physical Education on contract basis for a period not exceeding one year at a time till such time the candidates complete sixty five years of post-retirement service.

(iv) ASSISTANT PROFESSOR:

- a. A Master's Degree in Physical Education with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed); and
- b. Any other stipulation prescribed by the UGC / such other affiliating body/ State Government, from time to time for the positions of Principal and lecturers, shall be mandatory.

4.5.0 MINIMUM QUALIFICATIONS FOR DIRECT RECRUITMENT TO THE POSTS OF LIBRARIAN, DEPUTY LIBRARIAN AND UNIVESRTY ASSISTANT LIBRARIAN/ COLLEGE LIBRARIAN

4.5.1 UNIVERSITY LIBRARIAN

- i. A Master's Degree in Library Science /Information Science/documentation with at least 55% marks or its equivalent grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations.
- ii. At least thirteen years as a Deputy Librarian in a university library or eighteen years' experience as a College Librarian.
- iii. Evidence of innovative library service and organization of published work.
- iv. Desirable: A. M.Phil./Ph.D. Degree in library science/information science/ documentation/achieves and manuscript-keeping.

4.5.2 DEPUTY LIBRARIAN

- i. A Master's Degree in library science/information science/documentation with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale and a consistently good academic record.
- ii. Five years experience as an Assistant University Librarian/College Librarian.
- iii. Evidence of innovative library service and organization of published work and professional commitment, computerization of library.
- iv. Desirable: A M.Phil./Ph.D. Degree in library science/Information science/ Documentation/Archives and manuscript-keeping/computerization of library.

4.5.3 UNIVERSITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN

- i. A Master's Degree in Library Science / Information Science / Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- ii. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.
- iii. However, candidates, who are, or have been awarded Ph. D. degree in accordance with the “University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Director of Physical Education/ College Director of Physical Education & Sports.

4.6.0 MINIMUM QUALIFICATIONS FOR THE POSTS OF DIRECTOR OF PHYSICAL EDUCATION AND SPORTS, DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS AND ASSISTANT DIRECTORS OF PHYSICAL EDUCATION AND SPORTS

4.6.1 UNIVERSITY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS

- (i) A Ph.D. in Physical Education.
- (ii) Experience of at least ten years as University Deputy or fifteen years as University Assistant DPEs/College (selection grade).
- (iii) Participation in at least two national/international seminars/conferences.
- (iv) Consistently good appraisal reports.
- (v) Evidence of organizing competitions and conducting coaching camps of at least two weeks’ duration.
- (vi) Evidence of having produced good performance teams/athletes for competitions like state/national/inter-university/combined university, etc.,

4.6.2 UNIVERSITY DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS / COLLEGE DIRECTOR OF PHYSICAL EDUCATION AND SPORTS

- (i) A Ph.D. in Physical Education. Candidates from outside the university system, in addition, shall also possess at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master’s Degree level by the university concerned.
- (ii) Eight years experience as University Assistant DPES/College DPES, with a benefit of two years and one year for Ph.D. and M.Phil. Degree holders.
- (iii) Evidence of organizing competitions and conducting coaching camps of at least two weeks duration.
- (iv) Evidence of having produced good performance teams/athletes for competitions like state / national / inter-university / combined university, etc.
- (v) Passed the physical fitness test in accordance with these Regulations.
- (vi) Consistently good appraisal reports.

4.6.3 University Assistant Director of Physical Education / College Director of Physical Education and Sports

- i. A Master’s Degree in Physical Education or Master’s Degree in Sports Science with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record.
- ii. Record of having represented the university / college at the inter-university/ inter-collegiate competitions or the State and/ or national championships.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- iii. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.
- iv. Passed the physical fitness test conducted in accordance with these Regulations.
- v. However, candidates, who are, or have been awarded Ph. D. degree in accordance with the “University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Director of Physical Education / College Director of Physical Education & Sports.

4.6.4. PHYSICAL FITNESS TEST NORMS

- (a) Subject to the provisions of these Regulations, all candidates who are required to undertake the physical fitness test shall be required to produce a medical certificate certifying that he/she is medically fit before undertaking such tests.
- (b) On production of such certificate mentioned in sub-clause (a) above, the candidate would be required to undertake the physical fitness test in accordance with the following norms:

NORMS FOR MEN			
12 MINUTES RUN/WALK TEST			
Up to 30 years	Up to 40 years	Up to 45 years	Up to 50 years
1800 metres	1500 metres	1200 metres	800 metres

NORMS FOR WOMEN			
8 MINUTES RUN / WALK TEST			
Up to 30 years	Up to 40 years	Up to 45 years	Up to 50 years
1000 Metres.	800 metres.	600 metres.	400 metres.

- 4.7. Since the UGC has prescribed the above qualifications for teaching positions in all higher education institutions for maintenance of minimum standards in consultation with the Statutory Councils governing the approval of courses respectively, any future modification in qualifications for appointment of teachers in universities/colleges offering such courses will automatically be considered as adopted by the UGC as prescribed qualifications for those courses.

5.0.0 SELECTION COMMITTEES AND GUIDELINES ON SELECTION PROCEDURES:

The UGC has evolved the following guidelines on: (a) Constitution of Selection Committees for selection of Assistant Professor, Associate Professor, Professor, Assistant Librarian, Deputy Librarian, Librarian, Assistant Director of Physical Education and Sports, Deputy Director of Physical Education and Sports and Director of Physical Education and Sports; and (b) specified selection procedures for direct recruitment and Career Advancement Schemes Regulations for teachers and other academic staff in universities and colleges.

5.1.0 Selection Committee Specifications:

5.1.1 Assistant Professor in the University:

- (a) The Selection Committee for the post of Assistant Professor in the University shall have the following composition.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

1. The Vice Chancellor shall be the Chairperson of the Selection Committee.
 2. Three experts in the concerned subject nominated by the Vice Chancellor out of the panel of names approved by the relevant statutory body of the university concerned.
 3. Dean of the concerned Faculty, wherever applicable
 4. Head/Chairperson of the Department/School.
 5. An academician nominated by the Visitor/Chancellor, wherever applicable.
 6. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories to be nominated by the Vice Chancellor or Acting Vice Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.
- (b) At least four members, including two outside subject experts shall constitute the quorum.

5.1.2 Associate Professor in the University

- (a) The Selection Committee for the post of Associate Professor in the University shall have the following composition:
1. Vice Chancellor to be the Chairperson of the Selection Committee.
 2. An academician who is the nominee of the Visitor/Chancellor, wherever applicable.
 3. Three experts in the concerned subject/field nominated by the Vice Chancellor out of the panel of names approved by the relevant statutory body of the university concerned.
 4. Dean of the faculty, wherever applicable.
 5. Head/Chairperson of the Department/School.
 6. An academician representing SC/ST/OBC/ Minority / Women / Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.

At least four members, including two outside subject experts, shall constitute the quorum.

5.1.3 Professor in the University

The composition of the Selection Committee for the post of Professor in the University shall be similar in composition as that for the post of Associate Professor set out in Clause 5.1.2 above.

5.1.4 Assistant Professor in Colleges including Private Colleges:

- (a) The Selection Committee for the post of Assistant Professor in Colleges including Private Colleges shall have the following composition:
1. Chairperson of the Governing Body of the college or his/her nominee from among the members of the Governing body to be the Chairperson of the Selection Committee.
 2. The Principal of the College.
 3. Head of the Department of the concerned subject in the College.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

4. Two nominees of the Vice Chancellor of the affiliating university of whom one should be a subject expert. In case of colleges notified/declared as minority educational institutions, two nominees of the Chairperson of the college from out of a panel of five names, preferably from minority communities, recommended by the Vice Chancellor of the affiliating university from the list of experts suggested by the relevant statutory body of the college, of whom one should be a subject expert.
5. Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University to be nominated by the Chairperson of the Governing Body of the College out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the College.
6. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.
- (b) To constitute the quorum for the meeting, five of which at least two must be from out of the three subject-experts shall be present.
- (c) For all levels of teaching positions in Government colleges, the State Public Services Commissions / Teacher Recruitment Boards must invite three subject experts for which the concerned University, be involved in the selection process by the State PSC.
- (d) For all levels of teaching positions in Constituent college(s) of a university, the selection committee norms shall be similar to that of the posts of departments of the university.

5.1.5 Associate Professor in Colleges including Private Colleges

- (a) The Selection Committee for the post of Assistant Professor in Colleges including Private Colleges shall have the following composition:
 1. The Chairperson of the Governing Body or his or her nominee, from among the members of the Governing body to be the Chairperson of the Selection Committee.
 2. The Principal of the College.
 3. The Head of the Department of the concerned subject from the college.
 4. Two University representatives nominated by the Vice Chancellor, one of whom will be the Dean of College Development Council or equivalent position in the University, and the other must be expert in the concerned subject. In case of Colleges notified/declared as minority educational institutions, two nominees of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university from the list of experts suggested by the relevant statutory body of the college of whom one should be a subject expert.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

5. Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University to be nominated by the Chairperson of the Governing Body of the College out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the College.
6. An academician representing SC/ST/OBC/ Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.
- (b) The quorum for the meeting should be five of which at least two must be from out of the three subject-experts

5.1.6 College Principal

- (a) The Selection Committee for the post of College Principal shall have the following composition:
 1. Chairperson of the Governing Body as Chairperson.
 2. Two members of the Governing Body of the college to be nominated by the Chairperson of whom one shall be an expert in academic administration.
 3. One nominee of the Vice Chancellor who shall be a Higher Education expert. In case of Colleges notified/declared as minority educational institutions, one nominee of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university of whom one should be a subject expert.
 4. Three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body of the college) out of a panel of six experts approved by the relevant statutory body of the university concerned.
 5. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.
- (b) At least five members, including two experts, should constitute the quorum.
- (c) All the selection procedures of the selection committee shall be completed on the day of the selection committee meeting itself, wherein, minutes are recorded along with the scoring proforma and recommendation made on the basis of merit with the list of selected and waitlisted candidates/Panel of names in order of merit, duly signed by all members of the selection committee.
- (d) The term of appointment of the college principal shall be FIVE years with eligibility for reappointment for one more term only after a similar selection committee process.

5.1.7 Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports, Librarians, Deputy Librarians and Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor respectively, except that the concerned expert in Physical Education and Sports or Sports Administration or Library, practicing Librarian/Physical Director, as the case may be, shall be associated with the Selection Committee as one of the subject experts.

6.0.0 SELECTION PROCEDURES:

6.0.1 The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on weightages given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system proforma, based on the Academic Performance Indicators (API) as provided in this Regulations in Tables I to IX of Appendix III.

In order to make the system more credible, universities may assess the ability for teaching and/or research aptitude through a seminar or lecture in a class room situation or discussion on the capacity to use latest technology in teaching and research at the interview stage. These procedures can be followed for both direct recruitment and CAS promotions wherever selection committees are prescribed in these Regulations.

6.1.2 The Universities shall adopt these Regulations for selection committees and selection procedures through their respective statutory bodies incorporating the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) at the institutional level for University Departments and their Constituent colleges/affiliated colleges (Government/Government-aided/Autonomous/ Private Colleges) to be followed transparently in all the selection processes. An indicative PBAS template proforma for direct recruitment and for Career Advancement Schemes (CAS) based on API based PBAS shall also be sent separately by the UGC to the universities. The universities may adopt the template proforma or may devise their own self-assessment cum performance appraisal forms for teachers in strict adherence to the API criteria based PBAS prescribed in these Regulations.

6.1.4 In all the Selection Committees of direct recruitment of teachers and other academic staff in universities and colleges provided herein, an academician representing Scheduled Caste/Scheduled Tribe/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant and if any of the members of the selection committee do not belong to that category, shall be nominated by the Vice Chancellor or Acting Vice Chancellor of the University, and in case of a college Vice Chancellor or Acting Vice Chancellor of the University to which the college is affiliated to. The academician, so nominated for this purpose, shall be one level above the cadre level of the applicant, and such nominee shall ensure that the norms of the Central Government or concerned State Government, in relation to the categories mentioned above, are strictly followed during the selection process.

6.1.5 (i) Besides the indexed publications documented by various discipline-specific databases, the University concerned shall draw through committee(s) of subject experts and ISBN / ISSN experts: (a) a comprehensive list of National /Regional level journals of quality in the concerned subject(s); and (b) a comprehensive list of Indian language journals / periodicals / official publication volumes of language bodies and upload them on the University website which are to be updated periodically.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (ii) In respect of Indian language publications, equivalence in quality shall be prescribed for universities located in a State by a Co-ordination Committee of experts to be constituted by the Chancellor of the concerned State University.
- (iii) At the time of assessing the quality of publications of the candidates during their appointments/promotions, the selection committees shall have to be provided with the above two lists which could be considered by the selection committees along with the other discipline-specific databases.
- (iv) The UGC shall constitute a Committee as soon as practicable, in so far as acceptability of the (list of) Indian language journals so developed by Universities/ States, to arrive at equivalence in quality of such publications with otherwise accepted and recognized journals.

6.0.6 The process of selection of Associate Professor should involve inviting the bio-data with the duly filled Performance Based Appraisal System (PBAS) proforma developed by the respective universities based on the API criteria provided in this Regulation and template separately provided. Without prejudice, to the requirements provided for selection of Associate Professor under this Regulation, the prescription of research publications for promotion from the post of Assistant Professor to Associate Professor in colleges shall be as follows:

- (a) For those who possess a Ph.D. Degree, a minimum of one publication made during the period of service as Assistant Professor;
- (b) for those with a M.Phil. Degree, a minimum of two publications made during the period of service as Assistant Professor; and
- (c) for those without Ph.D. or M.Phil. degree, at least three publications during the period of service as Assistant Professor.

Provided that in so far as teachers in Universities are concerned, three publications shall be required to be submitted for all the three categories mentioned above for consideration of promotion from Assistant Professor to Associate Professor.

Provided further that such publications shall be provided to the subject experts for assessment before the interview and the evaluation score of the publications provided by the experts shall be factored into the weightage scores while finalizing the outcome of selection by the selection committee.

6.0.7 The process of selection of Professor shall involve inviting the bio-data with duly filled Performance Based Appraisal System (PBAS) proforma developed by the respective universities based on the API criteria based PBAS set out in this Regulation and reprints of five major publications of the candidates.

Provided that such publications submitted by the candidate shall have been published subsequent to the period from which the teacher was placed in the Assistant Professor stage-II.

Provided further that such publications shall be provided to the subject experts for assessment before the interview and the evaluation of the publications by the experts shall be factored into the weightage scores while finalizing the outcome of selection.

6.0.8 In the case of selection of Professors who are from outside the academic stream and are considered under Clause 4.1.0 (B), the universities' statutory bodies must lay down clear and transparent criteria and procedures so that only outstanding professionals who can contribute substantially to the university knowledge system are selected in any discipline as per the requirements.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

6.0.9 The Academic Performance Indicator (API) scoring system in the process of selection of Principal shall be similar to that of directly recruited College Professors. In addition, the selection committee shall assess the following dimensions with the weightages given below:

- a. Assessment of aptitude for teaching, research and administration (20%);
- b. Ability to communicate clearly and effectively (10%);
- c. Ability to plan institutional programmes, analyze and discuss curriculum development and delivery, research support and college development/administration (20%);
- d. Ability to deliver lecture programmes to be assessed by requiring the candidate to participate in a group discussion or exposure to a class room situation by a lecture (10%); and
- e. Analysis of the merits and credentials of the candidates on the basis of the Performance Based Appraisal System (PBAS) proforma developed by the affiliating University based on these Regulations (deduced to 40% of the total API score).

6.0.10 In the selection process for posts involving different nature of responsibilities in certain disciplines/areas, such as Music and Fine Arts, Visual arts and Performing arts, Physical education and Library, greater emphasis may be laid on the nature of deliverables indicated against each of the posts in these Regulations which need to be taken up by the concerned institution while developing API based PBAS proforma for both direct recruitment and CAS promotions.

6.0.11 The Internal Quality Assurance Cell (IQAC) shall be established in all Universities/ Colleges as per the UGC/ National Assessment Accreditation Council (NAAC) guidelines with the Vice Chancellor, as Chairperson (in the case of universities), and Principal, as Chairperson (in case of colleges). The IQAC shall act as the documentation and record-keeping Cell for the institution including assistance in the development of the API criteria based PBAS proforma using the indicative template separately developed by UGC. The IQAC may also introduce, wherever feasible, the student feedback system as per the NAAC guidelines on institutional parameters without incorporating the component of students' assessment of individual teachers in the PBAS.

6.1.0 While the API:

- (a) Tables I and III of Appendix III are applicable to the selection of Professors/ Associate Professors /Assistant Professors in universities and colleges;
- (b) Tables IV, V and VI of Appendix III are applicable to Directors/ Deputy Directors/ Assistant Directors of Physical Education and Sports; and
- (c) Tables VII, VIII and IX of Appendix III are applicable to Librarians/ Deputy Librarians and Assistant Librarians for both direct recruitment as well as Career Advancement Promotions,

the ratio / percentage of minimum requirement of category-wise API Score to each of the cadres shall vary from those for university teachers and for UG/PG College Teachers, as given in these Tables of Appendix-III.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 6.2.0 The minimum norms of Selection Committees and Selection Procedures as well as API score requirements for the above cadres, either through direct recruitment or through Career Advancement Schemes Regulations, shall be similar. However, since teachers recruited directly can be from different backgrounds and institutions, Table II(c) of Appendix III provides norms for direct recruitment of teachers to different cadres, while Tables II (a) and Table II(b) provide for CAS promotions of teachers in universities and colleges respectively, which accommodate these differences.
- 6.3.0 In order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these regulations from 31-12-2008 in the CAS Promotion, the API based PBAS will be progressively and prospectively rolled out. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in these tables is to be implemented for one year, initially based on the existing systems in universities/ colleges for one year only with the minimum annual scores as depicted in Table II (a) and II (b) for university and college teachers, or by Librarian/Physical Education and Sports cadres as depicted in Tables V(a) and V (b), Tables VIII(a) and VIII (b) respectively.. This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is considered for CAS promotion in 2010, one year API scores for 2009-10 alone will be required for assessment. In case of a teacher being considered for CAS promotion in 2011, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period. For Category III (research and academic contributions), API scores for this category will be applied for the entire assessment period.
- 6.3.1 A teacher who wishes to be considered for promotion under CAS may submit in writing to the university/college, with three months in advance of the due date, that he/she fulfils all qualifications under CAS and submit to the university/college the Performance Based Appraisal System proforma as evolved by the concerned university duly supported by all credentials as per the API guidelines set out in these Regulations. In order to avoid delays in holding Selection Committee meetings in various positions under CAS, the University/College should immediately initiate the process of screening/selection, and shall complete the process within six months from the date of application. Further, in order to avoid any hardships, candidates who fulfill all other criteria mentioned in these Regulations, as on 31 December, 2008 and till the date on which this Regulation is notified, can be considered for promotion from the date, on or after 31 December, 2008, on which they fulfill these eligibility conditions, provided as mentioned above.
- 6.3.2 Candidates who do not fulfill the minimum score requirement under the API Scoring System proposed in the Regulations as per Tables II(a and b) of Appendix III or those who obtain less than 50% in the expert assessment of the selection process will have to be re-assessed only after a minimum period of one year. The date of promotion shall be the date on which he/she has successfully got re-assessed.
- 6.3.3 The Selection Committee specifications as delineated in Clauses 5.1.0 to 5.1.7 are applicable to all direct recruitments of Faculty Positions and Career Advancement promotions of Assistant Professor to Associate Professor and to that of Associate Professor to Professor.
- 6.3.4 CAS promotions from a lower grade to a higher grade of Assistant Professor shall be conducted by a "Screening cum Evaluation Committee" adhering to the criteria laid out as API score in PBAS in the Tables of Appendix-III.

6.3.5 The “Screening cum Evaluation Committee” for CAS promotion of Assistant Professors/ equivalent cadres in Librarians/Physical Education from one AGP to the other higher AGP shall consist of:

6.3.5.1 For University teachers:

- a. The Vice Chancellor as the Chairperson of the Selection Committee;
- b. The Dean of the concerned Faculty;
- c. The Head of the Department /Chairperson of the School; and
- d. One subject expert in the concerned subject nominated by the Vice Chancellor from the University panel of experts.

6.3.5.2 For College teachers:

- a. The Principal of the college;
- b. Head of the concerned department from the college;
- c. Two subject experts in the concerned subject nominated by the Vice Chancellor from the university panel of experts;

6.3.5.3 The quorum for these committees in both categories mentioned above shall be three including the one subject expert/ university nominee need to be present.

6.3.6 The Screening cum Evaluation Committee on verification/evaluation of API score secured by the candidate through the ‘PBAS’ methodology designed by the respective university based on these Regulations and as per the minimum requirement specified: (a) in Tables II and III for each of the cadre of Assistant Professor; (b) in Tables V and VI for each of the cadre of Physical Education and Sports; and (c) in Tables VIII and IX for each of the cadre of Librarians shall recommend to the Syndicate/ Executive Council /Board of Management of the University about the suitability for the promotion of the candidate(s) under CAS for implementation.

6.3.7 All the selection procedures outlined above, shall be completed on the day of the selection committee meeting, wherein the minutes are recorded along with PBAS scoring proforma and recommendation made on the basis of merit and duly signed by all members of the selection committee in the minutes.

6.3.8 CAS promotions being a personal promotion to the incumbent teacher holding a substantive sanctioned post, on superannuation of the individual incumbent, the said post shall revert back to its original cadre.

6.3.9 The incumbent teacher must be on the role and active service of the Universities/ Colleges on the date of consideration by the Selection Committee for Selection/CAS Promotion.

6.3.10 Candidates shall offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in the appropriate API system tables by submitting an application and the required PBAS proforma. They can do so three months before the due date if they consider themselves eligible. Candidates who do not consider themselves eligible can also apply at a later date. In any event, the university concerned shall send a general circular twice a year calling for applications for CAS promotions from eligible candidates.

6.3.11 In the final assessment, if the candidates do not either fulfill the minimum API scores in the criteria as per PBAS proforma or obtain less than 50% in expert assessment, wherever applicable, such candidates will be reassessed only after a minimum period of one year.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 6.3.12 (a) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be from that of minimum period of eligibility.
- (b) If, however, the candidates find that he/she fulfills the eligibility conditions at a later date and applies on that date and is successful, his/her promotion will be effected from that date of application fulfilling the criteria.
- (c) If the candidate does not succeed in the first assessment, but succeeds in the eventual assessment, his/her promotion will be deemed to be from the later date of successful assessment.

6.4.0. STAGES OF PROMOTION UNDER CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY APPOINTED ASSISTANT PROFESSORS/ ASSOCIATE PROFESSORS/PROFESSORS

- 6.4.1. Entry level Assistant Professors (Stage 1) would be eligible for promotion under the Career Advancement Scheme (CAS) through two successive stages (stage 2 and Stage 3), provided they are assessed to fulfill the eligibility and performance criteria as laid out in Clause 6.3. of this Regulation.
- 6.4.2. An entry level Assistant Professor, possessing Ph. D. Degree in the relevant discipline shall be eligible, for moving to the next higher grade (stage 2) after completion of four years service as Assistant Professor.
- 6.4.3. An entry level Assistant Professor possessing M.Phil. Degree or post-graduate Degree in professional courses, approved by the relevant statutory body, such as LL.M. / M. Tech., etc. shall be eligible for the next higher grade (stage 2) after completion of five years service as Assistant Professor.
- 6.4.4. An entry level Assistant Professor who does not have Ph.D. or M.Phil, or a Master's Degree in the relevant professional course, shall be eligible for the next higher grade (stage 2) only after completion of six years service as Assistant Professor.
- 6.4.5. The upward movement from the entry level grade (stage 1) to the next higher grade (stage 2) for all Assistant Professors shall be subject to their satisfying the API based PBAS conditions laid down by the UGC in this Regulation.
- 6.4.6. Assistant Professors who have completed five years of service in the second grade (stage 2) shall be eligible, subject to meeting the API based PBAS requirements laid down by these Regulations, to move up to next higher grade (stage 3).
- 6.4.7. Assistant Professors completing three years of teaching in third grade (stage 3) shall be eligible, subject to the qualifying conditions and the API based PBAS requirements prescribed by these Regulations, to move to the next higher grade (stage 4) and to be designated as Associate Professor.
- 6.4.8. Associate Professor completing three years of service in stage 4 and possessing a Ph.D. Degree in the relevant discipline shall be eligible to be appointed and designated as Professor and be placed in the next higher grade (stage 5), subject to (a) satisfying the required credit points as per API based PBAS methodology provided in Table I-III of Appendix IV stipulated in these Regulations, and (b) an assessment by a duly constituted selection committee as suggested for the direct recruitment of Professor.
Provided that no teacher, other than those with a Ph.D., shall be promoted or appointed as Professor.
- 6.4.9. In the case of Associate Professors in Colleges, promotion to the post of Professor under CAS shall be further subject to Clause 6.5.1. and 6.5.2 of this Regulation.

6.4.10. Ten percent of the positions of Professors in a university, with a minimum of ten years of teaching and research experience as professor either in the pre-revised scale of Professor's pay or the revised scale pay will be eligible for promotion to the higher grade of Professorship (stage 6), on satisfying the required API score as per Tables I and II through the PBAS methodology stipulated in these Regulations through a duly constituted Expert committee, and such teachers promoted to the higher grade shall continue to be designated as 'Professor'. As this AGP elevation for Professor is applicable to only university departments, additional credentials are to be evidenced by:

- (a) post-doctoral research outputs of high standard;
- (b) awards / honours /and recognitions;
- (c) Additional research degrees like D.Sc., D.Litt., LID, etc.; patents and IPR on products and processes developed / technology transfer achieved in the case of teachers in science and technology.

The selection is to be conducted by the university by receiving duly filled PBAS proformas from eligible professors based on seniority, three times in number of the available vacancies in each faculty. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The assessment process shall be through an Expert-Committee evaluation of all credentials submitted as stipulated in Table-II(A) of Appendix-III for teachers in University departments. No separate interview need to be conducted for this category.

6.4.11 Discretionary award of advance increments for those who enter the profession as Associate Professors or Professors with higher merit, high number of research publications and experience at the appropriate level, shall be within the competence of the appropriate authority of the concerned University or recruiting institution based on the recommendations of selection committee(s) while negotiating with individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other merit- specific factors. Discretionary award of advance increments is not applicable to those entering the profession as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports and to those who are entitled for grant of advance increments for having acquired Ph. D., M. Phil., M.Tech., etc. However, those entering service as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports with post-doctoral teaching/research experience after Ph.D. and proven credentials may be eligible for discretionary award of advanced increments to be decided and recorded by the selection committee in its minutes.

6.5.0. PROFESSORS IN UNDER GRADUATE AND POST GRADUATE COLLEGES:

- 6.5.1. (i) Ten percent of the number of the posts of Associate Professor in an Under Graduate College shall be that of Professors and shall be subject to the same criterion for selection/ appointment as that of Professors in Universities,

Provided that there shall be no more than one post of Professor in each Department;

Provided further that one-fourth (25%) of the posts of Professor in Under Graduate Colleges shall be directly recruited or filled on deputation by eligible teachers and the remaining three-fourths (75%) of posts of Professors shall be filled by CAS promotion from among eligible Associate Professors of the relevant department of the Under Graduate College.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

For avoidance of doubt, it is clarified that sanctioned posts include the posts approved under both direct recruitment and CAS promotion.

- (ii) Identification of posts of Professor in an Under Graduate College for being filled through direct recruitment / deputation shall be carried out by the affiliating/ concerned University acting in consultation with the College. Where the number of posts of Professor worked out as a percentage of the number of posts of Associate Professor for CAS promotion or direct recruitment / deputation is not an integer, the same shall be rounded off to the next higher integer.
- (iii) The selection process is to be conducted by the university by receiving PBAS proformas from eligible Associate Professors based on seniority and three times in number of the available vacancies. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The selection shall be conducted through the API scoring system with PBAS methodology and selection committee process stipulated in these Regulations for appointment of Professors. For direct recruitment of the 25% of the posts, the 'Rota-Quota system shall be followed starting with promotions and the direct recruitment quota shall be rotated in an alphabetical order.

6.5.2. There shall be one post of Professor in each Department of a Post-Graduate College which shall be subject to the same criterion for selection / appointment as that of Professors in Universities, provided that one-fourth (25%) of the posts of Professor shall be filled on deputation/direct recruitment from among eligible teachers and the remaining three-fourths (75%) of posts shall be filled through merit promotion from among the eligible Associate Professors in the relevant department of the Post Graduate college. Identification of posts of Professor in a Post-Graduate College for being filled through direct recruitment/deputation shall be carried out by the affiliating/concerned University acting in consultation with the College. The decision regarding whether the posts of professor will be for CAS promotion or direct recruitment/deputation shall be within the competence of the University acting in consultation with the College. Where the number of posts of professor for CAS promotion or direct recruitment / deputation worked out as a percentage of the total number of posts in a Post Graduate College is not an integer, the same shall be rounded off to the next higher integer.

The selection process is to be conducted by the university by receiving PBAS proformas from eligible Associate Professors based on seniority and three times in number of the available vacancies. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The selection shall be conducted through the API scoring system with PBAS methodology, selection committee process stipulated in these Regulations for appointment of Professors. For direct recruitment of the 25% of the posts, the 'Rota-Quota System' shall be followed starting with promotion and the direct recruitment quota shall be rotated in an alphabetical order.

6.6.0 STAGES OF PROMOTION UNDER THE CAREER ADVANCEMENT SCHEME FOR ASSISTANT LIBRARIANS, ETC.

6.6.1 Assistant University Librarian / College Librarian in the entry level grade, possessing Ph.D. in Library Science, after completing service of four years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology laid down by the UGC in these Regulations, shall be eligible for the higher grade (stage 2).

- 6.6.2 Assistant Librarian / College Librarian in the entry level grade, not possessing Ph.D. but only M.Phil. in Library Science, after completing service of five years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology laid down by the UGC in these Regulations, shall become eligible for the next higher grade (stage 2).
- 6.6.3 Assistant Librarian / College Librarian in the entry level grade, without the relevant Ph.D. or M.Phil. after completing six years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology laid down by the UGC in these Regulations, shall become eligible for the next higher grade (stage 2).
- 6.6.4 On completion of service of five years, Assistant Librarian (Sr. Scale) / College Librarian (Sr. Scale) shall be eligible for the post of Deputy Librarian/ equivalent posts and being placed in the next higher grade (stage 3), subject to their fulfilling other conditions of eligibility (such as Ph.D. Degree, etc. for Deputy Librarian) as per API scoring system based PBAS methodology laid down by the UGC for CAS promotion in these Regulations. They shall be designated as Deputy Librarian / Assistant Librarian (Selection Grade) / College Librarian (Selection Grade), as the case may be.
- 6.6.5 After completing three years in the above grade, Deputy Librarians /equivalent positions shall move to the next higher grade (stage 4), subject to fulfilling other conditions of eligibility as per API scoring system and PBAS methodology laid down by the UGC for CAS promotion in these Regulations.

6.7.0 STAGES OF PROMOTION UNDER CAREER ADVANCEMENT SCHEME FOR PHYSICAL EDUCATION AND SPORTS PERSONNEL

- 6.7.1 Assistant DPE&S in the entry level grade/College DPE&S, at the entry level grade, possessing Ph.D. in Physical Education, after completing service of four years in the entry level stage (stage 1), and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations, shall become eligible for the next higher grade (stage 2).
- 6.7.2 Assistant DPE&S/College DPE&S in the entry level grade, possessing M.Phil. in Physical Education, after completing service of the five years in the entry level stage (stage 1), and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations, shall become eligible for the next higher grade (stage 2).
- 6.7.3 Assistant DPE&S/ College DPE&S in the entry level grade, without the relevant Ph.D. and M.Phil. shall, after completing service of six years as Assistant DPE&S/College DPE&S in the entry level stage, and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations, shall become eligible for the next higher grade (stage 2).
- 6.7.4 After completing service of five years in the second stage and subject to satisfying API scoring system and PBAS methodology prescribed by the UGC in these Regulations, Assistant DPE&S (Senior Scale) / College DPE&S (Senior scale) shall be promoted to the next higher grade (stage 3). They shall be designated as Deputy DPE&S/ Assistant DPE&S (Selection Grade) / College DPE&S (Selection Grade), as the case may be.
- 6.7.5 After completing service of three years in stage 3 and subject to satisfying API/ scoring system and PBAS methodology prescribed by the UGC in these Regulations, Deputy DPE&S/Assistant DPE&S (Selection Grade) College DPE&S (Selection Grade) shall move to the next higher grade (stage 4). They shall continue to be designated as Deputy DPE&S/Assistant DPE&S (Selection Grade) / College DPE&S (Selection Grade).

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

6.8.0 The Schedule annexed to these Regulations outlines the Pay scales, Designations and stages of promotions under CAS of incumbent and newly appointed teachers and equivalent positions in the Library and Physical Education and Sports cadres in Central Universities and colleges thereunder and Institutions deemed to be Universities whose maintenance expenditure is met by the UGC.

7.0.0 SELECTION OF PRO-VICE CHANCELLOR / VICE - CHANCELLOR OF UNIVERSITIES:

7.1.0 PRO-VICE-CHANCELLOR:

The Pro-Vice-Chancellor may be a whole time Professor of the University and shall be appointed by the Executive Council on the recommendation of Vice-Chancellor.

7.2.0 The Pro-Vice-Chancellor shall hold office for a period which is co-terminus with that of Vice-Chancellor. However, it shall be the prerogative of the Vice-Chancellor to recommend a new Pro-Vice-Chancellor to the Executive Council, during his tenure. These Regulations, for selection of Pro- Vice- Chancellor shall be adopted by the concerned University through amendment of their Act/Statute.

7.3.0 VICE CHANCELLOR:

- i. Persons of the highest level of competence, integrity, morals and institutional commitment are to be appointed as Vice-Chancellors. The Vice-Chancellor to be appointed should be a distinguished academician, with a minimum of ten years of experience as Professor in a University system or ten years of experience in an equivalent position in a reputed research and / or academic administrative organization.
 - ii. The selection of Vice-Chancellor should be through proper identification of a Panel of 3-5 names by a Search Committee through a public Notification or nomination or a talent search process or in combination. The members of the above Search Committee shall be persons of eminence in the sphere of higher education and shall not be connected in any manner with the University concerned or its colleges. While preparing the panel, the search committee must give proper weightage to academic excellence, exposure to the higher education system in the country and abroad, and adequate experience in academic and administrative governance to be given in writing along with the panel to be submitted to the Visitor/Chancellor. In respect of State and Central Universities, the following shall be the constitution of the Search Committee.
 - a) a nominee of the Visitor/Chancellor, who should be the Chairperson of the Committee.
 - b) a nominee of the Chairman, University Grants Commission.
 - c) a nominee of the Syndicate/ Executive Council / Board of Management of the University.
 - iii. The Visitor/Chancellor shall appoint the Vice Chancellor out of the Panel of names recommended by the Search Committee.
 - iv. The conditions of service of the Vice Chancellor shall be prescribed in the Statutes of the Universities concerned in conformity with these Regulations.
 - v. The term of office of the Vice Chancellor shall form part of the service period of the incumbent concerned making him/her eligible for all service related benefits.
- 7.4.0 The Universities/State Governments shall modify or amend the relevant Act/Statutes of the Universities concerned within 6 months of adoption of these Regulations.

8.0. DUTY LEAVE, STUDY LEAVE, SABBATICAL LEAVE

8.1. DUTY LEAVE:

- i. Duty leave of the maximum of 30 days in an academic year may be granted for the following:
 - (a) Attending conferences, congresses, symposia and seminars on behalf of the university or with the permission of the university;
 - (b) Delivering lectures in institutions and universities at the invitation of such institutions or universities received by the university, and accepted by the Vice Chancellor;
 - (c) Working in another Indian or foreign university, any other agency, institution or organization, when so deputed by the university;
 - (d) Participating in a delegation or working on a committee appointed by the Central Government, State Government, the UGC, a sister university or any other academic body; and
 - (e) For performing any other duty for the university.
- ii. The duration of leave should be such as may be considered necessary by the sanctioning authority on each occasion.
- iv. The leave may be granted on full pay. Provided that if the teacher receives a fellowship or honorarium or any other financial assistance beyond the amount needed for normal expenses, he/she may be sanctioned duty leave on reduced pay and allowances.
- v. Duty leave may be combined with earned leave, half pay leave or extraordinary leave.
- vi. Duty leave should be given also for attending meetings in the UGC, DST, etc. where a teacher invited to share expertise with academic bodies, government or NGO.

8.2. STUDY LEAVE:

- (i) Study leave may be granted for the entry level appointees as Assistant Professor/ Assistant Librarian/Assistant Director of Physical Education and Sports/College DPE&S after a minimum of three years of continuous service, to pursue a special line of study or research directly related to his/her work in the university or to make a special study of the various aspects of university organization and methods of education.
- (ii) Subject to the terms contained in this Clause 8.2, in respect of granting study leave with pay for acquiring Ph.D. in a relevant discipline while in service, the number of years to be put in after entry would be a minimum of two or the years of probation specified in the university statutes concerned, keeping in mind the availability of vacant positions for teachers and other cadres in colleges and universities, so that a teacher and other cadres entering service without Ph.D. or higher qualification could be encouraged to acquire these qualifications in the relevant disciplines at the earliest rather than at a later stage of the career.
- (iii) The paid period of study leave should be for three years, but two years may be given in the first instance, extendable by one more year, if there is adequate progress as reported by the Research Guide. Care should be taken that the number of teachers given study leave, does not exceed the stipulated percentage of teachers in any department. Provided that the Executive Council/Syndicate may, in the special circumstances of a case, waive the condition of two years service being continuous.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Explanation: In computing the length of service, the time during which a person was on probation or engaged as a research assistant may be reckoned provided:

- (a) the person is a teacher on the date of the application;
 - (b) there is no break in service; and
 - (c) the leave is requested for undertaking the Ph.D. research work.
- (iv) Study leave shall be granted by the Executive Council/Syndicate on the recommendation of the concerned Head of the Department. The leave shall not be granted for more than three years in one spell, save in very exceptional cases in which the Executive Council/Syndicate is satisfied that such extension is unavoidable on academic grounds and necessary in the interest of the university.
 - (v) Study leave shall not be granted to a teacher who is due to retire within five years of the date on which he/she is expected to return to duty after the expiry of study leave.
 - (vi) Study leave may be granted not more than twice during one's career. Provided that, under no circumstances, the maximum of study leave admissible during the entire service should not exceed five years.
 - (vii) No teacher, who has been granted study leave, shall be permitted to alter substantially the course of study or the programme of research without the prior permission of the Executive Council/Syndicate. In the event, the course of study falls short of study leave sanctioned, the teacher shall resume duty immediately on the conclusion of such course of study, unless a prior approval of the Executive Council/Syndicate to treat the period of shortfall as ordinary leave has been obtained.
 - (viii) Subject to the provisions of sub-clauses (ix) below, study leave may be granted on full pay up to two years extendable by one year at the discretion of the university.
 - (ix) The amount of scholarship, fellowship or other financial assistance that a teacher, granted study leave, has been awarded will not preclude his/her being granted study leave with pay and allowances but the scholarship, etc., so received shall be taken into account in determining the pay and allowance on which the study leave may be granted. The Foreign scholarship/fellowship would be set off against pay only if the fellowship is above a specified amount, which shall be determined by the UGC, from time to time, based on the cost of living for a family in the country in which the study is to be undertaken. In the case of an Indian fellowship, which exceeds the salary of the teacher, the salary would be forfeited.
 - (x) Subject to the maximum period of absence from duty on leave not exceeding three years, study leave may be combined with earned leave, half-pay leave, extraordinary leave or vacation, provided that the earned leave at the credit of the teacher shall be availed of at the discretion of the teacher. A teacher, who is selected to a higher post during study leave, will be placed in that position and get the higher scale only after joining the post.
 - (xi) A teacher granted study leave shall on his/her return and re-joining the service of the university may be eligible to the benefit of the annual increment(s) which he/she would have earned in the course of time if he/she had not proceeded on study leave. No teacher shall however, be eligible to receive arrears of increments.
 - (xii) Study leave shall count as service for pension/contributory provident fund, provided the teacher joins the university on the expiry of his/her study leave.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (xiii) Study leave granted to a teacher shall be deemed to be cancelled in case it is not availed of within 12 months of its sanction.
Provided that where study leave granted has been so cancelled, the teacher may apply again for such leave.
- (xiv) A teacher availing himself/herself of study leave shall undertake that he/she shall serve the university for a continuous period of at least three years to be calculated from the date of his/her resuming duty on expiry of the study leave.
- (xv) After the leave has been sanctioned, the teacher shall, before availing himself/herself of the leave, execute a bond in favour of the university, binding himself/herself for the due fulfillment of the conditions laid down in sub-clause above and give security of immovable property to the satisfaction of the Finance Officer/Treasurer or a fidelity bond of an insurance company or a guarantee by a scheduled bank or furnish security of two permanent teachers for the amount which might become refundable to the university in accordance with sub-clause (xiv) above.
- (xvi) The teacher shall submit to the Registrar, six monthly reports of progress in his/her studies from his/her supervisor or the Head of the Institution. This report shall reach the Registrar within one month of the expiry of every six months of the study leave. If the report does not reach the Registrar within the specified time, the payment of leave salary may be deferred till the receipt of such report.

8.3. SABBATICAL LEAVE:

- (i) Permanent, whole-time teachers of the university and colleges who have completed seven years of service as Reader/Associate Professor or Professor may be granted sabbatical leave to undertake study or research or other academic pursuit solely for the object of increasing their proficiency and usefulness to the university and higher education system.
- (ii) The duration of leave shall not exceed one year at a time and two years in the entire career of a teacher.
- (iii) A teacher, who has availed himself/herself of study leave, would not be entitled to the sabbatical leave.
Provided further that sabbatical leave shall not be granted until after the expiry of five years from the date of the teacher's return from previous study leave or any other kind of training programme of duration one year or more.
- (iv) A teacher shall, during the period of sabbatical leave, be paid full pay and allowances (subject to the prescribed conditions being fulfilled) at the rates applicable to him/her immediately prior to his/her proceeding on sabbatical leave.
- (v) A teacher on sabbatical leave shall not take up, during the period of that leave, any regular appointment under another organization in India or abroad. He/she may, however, be allowed to accept a fellowship or a research scholarship or ad hoc teaching and research assignment with honorarium or any other form of assistance, other than regular employment in an institution of advanced studies, *provided* that in such cases the Executive Council/Syndicate may, if it so desires, sanction sabbatical leave on reduced pay and allowances.
- (vi) During the period of sabbatical leave, the teacher shall be allowed to draw the increment on the due date. The period of leave shall also count as service for purposes of pension/contributory provident fund, provided that the teacher rejoins the university on the expiry of his/her leave.

8.4 OTHER KINDS OF LEAVE RULES FOR PERMANENT TEACHERS OF THE UNIVERSITIES/ COLLEGES

- (a) The following kinds of leave would be admissible to permanent teachers:
 - (i) Leave treated as duty, viz. Casual leave, Special casual leave, and Duty leave;
 - (ii) Leave earned by duty, viz. Earned leave, Half Pay leave, and Commuted leave;
 - (iii) Leave not earned by duty, viz. Extraordinary leave; and Leave not due;
 - (iv) Leave not debited to leave account –
 - (v) Leave for academic pursuits, viz. Study leave and Sabbatical leave/ Academic leave;
 - (vi) Leave on grounds of health, viz. Maternity leave and Quarantine leave.
- (b) The Executive Council/Syndicate may grant, in exceptional cases, for the reasons to be recorded, any other kinds of leave, subject to such terms and conditions as it may deem fit to impose.

8.4.1 Casual Leave

- (i) Total casual leave granted to a teacher shall not exceed 8 days in an academic year.
- (ii) Casual leave cannot be combined with any other kind of leave except special casual leave. However, such casual leave may be combined with holidays including Sundays. Holidays or Sundays falling within the period of casual leave shall not be counted as casual leave.

8.4.2 Special Casual Leave

- (i) Special casual leave, not exceeding 10 days in an academic year, may be granted to a teacher:
 - (a) To conduct examination of a university/Public Service Commission/ board of examination or other similar bodies/institutions; and
 - (b) To inspect academic institutions attached to a statutory board, etc.
- (ii) In computing the 10 days' leave admissible, the days of actual journey, if any, to and from the places where activities specified above, take place, will be excluded.
- (iii) In addition, special casual leave to the extent mentioned below, may also be granted;
 - (a) To undergo sterilization operation (vasectomy or salpingectomy) under family welfare programme. Leave in this case will be restricted to 6 working days; and
 - (b) To a female teacher who undergoes non-puerperal sterilization. Leave in this case will be restricted to 14 days.
- (iv) Special casual leave cannot be accumulated, nor can it be combined with any other kind of leave except casual leave. It may be granted in combination with holidays or vacation by the sanctioning authority on each occasion;

8.4.3 Earned Leave

- (i) Earned leave admissible to a teacher shall be:
 - (a) 1/30th of actual service including vacation; *plus*
 - (b) 1/3rd of the period, if any, during which he/she is required to perform duty during vacation.

For purposes of computation of period of actual service, all periods of leave except casual, special casual and duty leave shall be excluded.

- (ii) Earned leave at the credit of a teacher shall not accumulate beyond 300 days. The maximum earned leave that may be sanctioned at a time shall not exceed 60 days. Earned leave exceeding 60 days may, however, be sanctioned in the case of higher study, or training, or leave with medical certificate, or when the entire leave, or a portion thereof, is spent outside India.

For avoidance of doubt, it may be noted:

1. When a teacher combines vacation with earned leave, the period of vacation shall be reckoned as leave in calculating the maximum amount of leave on average pay which may be included in the particular period of leave..
2. In case where only a portion of the leave is spent outside India, the grant of leave in excess of 120 days shall be subject to the condition that the portion of the leave spent in India shall not in the aggregate exceed 120 days.
3. Encashment of earned leave shall be allowed to non-vacation members of the teaching staff as applicable to the employees of Central/State Governments.

8.4.4 Half-pay Leave

Half-pay leave admissible to a permanent teacher shall be 20 days for each completed year of service. Such leave may be granted on the basis of medical certificate from a registered medical practitioner, for private affairs or for academic purposes.

Explanation:

A “completed year of service” means continuous service of specified duration under the university and includes periods of absence from duty as well as leave including extraordinary leave.

8.4.5 Commuted Leave

Commuted leave, not exceeding half the amount of half pay leave due, may be granted on the basis of medical certificate from a registered medical practitioner to a permanent teacher subject to the following conditions:

- (i) Commuted leave during the entire service shall be limited to a maximum of 240 days;
- (ii) When commuted leave is granted, twice the amount of such leave shall be debited against the half-pay leave due; and
- (iii) The total duration of earned leave and commuted leave taken in conjunction shall not exceed 240 days at a time. Provided that no commuted leave shall be granted under these rules unless the authority competent to sanction leave has reason to believe that the teacher will return to duty on its expiry.

8.4.6 Extraordinary Leave

- (i) A permanent teacher may be granted extraordinary leave when:
 - (a) No other leave is admissible; or
 - (b) Other leave is admissible and the teacher applies in writing for the grant of extraordinary leave.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (ii) Extraordinary leave shall always be without pay and allowances. Extraordinary leave shall not count for increment except in the following cases:
 - (a) Leave taken on the basis of medical certificates;
 - (b) Cases where the Vice Chancellor/Principal is satisfied that the leave was taken due to causes beyond the control of the teacher, such as inability to join or rejoin duty due to civil commotion or a natural calamity, provided the teacher has no other kind of leave to his credit;
 - (c) Leave taken for pursuing higher studies; and
 - (d) Leave granted to accept an invitation to a teaching post or fellowship or research-cum-teaching post or on assignment for technical or academic work of importance.
- (iii) Extraordinary leave may be combined with any other leave except casual leave and special casual leave, provided that the total period of continuous absence from duty on leave (including periods of vacation when such vacation is taken in conjunction with leave) shall not exceed three years except in cases where leave is taken on medical certificate. The total period of absence from duty shall in no case exceed five years in the full working life of the individual.
- (iv) The authority empowered to grant leave may commute retrospectively periods of absence without leave into extraordinary leave.

8.4.7 Leave Not Due

- (i) Leave not due, may, at the discretion of the Vice Chancellor/Principal, be granted to a permanent teacher for a period not exceeding 360 days during the entire period of service, out of which not more than 90 days at a time and 180 days in all may be otherwise than on medical certificate. Such leave shall be debited against the half-pay leave earned by him/her subsequently.
- (ii) 'Leave not due' shall not be granted, unless the Vice Chancellor/Principal is satisfied that as far as can reasonably be foreseen, the teacher will return to duty on the expiry of the leave and earn the leave granted.
- (ii) A teacher to whom 'leave not due' is granted shall not be permitted to tender his/her resignation from service so long as the debit balance in his/her leave account is not wiped off by active service, or he/she refunds the amount paid to him/her as pay and allowances for the period not so earned. In a case where retirement is unavoidable on account of reason of ill health, incapacitating the teacher for further service, refund of leave salary for the period of leave still to be earned may be waived by the Executive Council. *Provided* that the Executive Council may waive off, in any other exceptional, for reasons to be recorded in writing, the refund of leave salary for the period of leave still to be earned.

8.4.8 Maternity Leave

- (i) Maternity leave on full pay may be granted to a woman teacher for a period not exceeding 180 days, to be availed of twice in the entire career. Maternity leave may also be granted in case of miscarriage including abortion, subject to the condition that the total leave granted in respect of this to a woman teacher in her career is not more than 45 days, and the application for leave is supported by a medical certificate.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (ii) Maternity leave may be combined with earned leave, half pay leave or extraordinary leave but any leave applied for in continuation of maternity leave may be granted if the request is supported by a medical certificate.

8.4.9 Child Care Leave

Women teachers having minor children may be granted leave up to two years for taking care of their minor children. Child care leave for a maximum period of two years (730 days) may be granted to the women teachers during entire service period in lines with Central Government women employees. In the cases, where the child care leave is granted more than 45 days, the University/College/Institution may appoint a part time / guest substitute teacher with intimation to the UGC.

8.4.10 Paternity Leave

Paternity leave of 15 days may be granted to male teachers during the confinement of their wives, and such leave shall granted only up to two children.

8.4.11 Adoption leave

Adoption leave may be provided as per the rules of the Central Government.

9. RESEARCH PROMOTION GRANT

The UGC or the respective agency (Central/State Governments) may provide a start-up grant at the level of Rs. 3.0 lakhs in Social Sciences, Humanities and Languages and Rs. 6.0 lakhs in Sciences and Technology to teachers and other non-vocational academic staff to take up research immediately after their appointments.

9.1. CONSULTANCY ASSIGNMENTS

The consultancy rules, terms, conditions and the model of revenue sharing between institutions and consultant teachers shall be as per the UGC Consultancy Rules to be provided separately.

10.0 COUNTING OF PAST SERVICES FOR DIRECT RECRUITMENT AND PROMOTION UNDER CAS

10.1. Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional Organizations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR, DBT, etc., should be counted for direct recruitment and promotion under CAS of a teacher as Assistant Professor, Associate Professor, Professor or any other nomenclature these posts are described as per Appendix III – Table No. II provided that:

- (a) The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor as the case may be.
- (b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer) Associate Professor (Reader) and Professor.
- (c) The candidate for direct recruitment has applied through proper channel only.
- (d) The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (e) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of University/State Government/Central Government/Concerned Institutions, for such appointments.
- (f) The previous appointment was not as guest lecturer for any duration, or an ad hoc or in a leave vacancy of less than one year duration. Ad hoc or temporary service of more than one year duration can be counted provided that:
 - (i) the period of service was of more than one year duration;
 - (ii) the incumbent was appointed on the recommendation of duly constituted Selection Committee; and
 - (iii) the incumbent was selected to the permanent post in continuation to the ad hoc or temporary service, without any break.
- (g) No distinction should be made with reference to the nature of management of the institution where previous service was rendered (private/local body/Government), was considered for counting past services under this clause.

11.0 PERIOD OF PROBATION AND CONFIRMATION

- 11.1. The minimum period of probation shall be one year extendable by a maximum period of one more year in case of unsatisfactory performance.
- 11.2. The confirmation at the end of one year shall be automatic, unless extended for another year by a specific order, before expiry of the first year.
- 11.3 Subject to this Clause 11, it is obligatory on the part of the university/the concerned institution to issue an order of confirmation to the incumbents within 45 days of completion of probationary period after due process of verification of satisfactory performance.
- 11.4 Probation and confirmation rules are applicable only at the initial stage of recruitment, issued from time to time, by Central Government.
- 11.5 All other Central Government rules on probation and confirmation shall be applicable mutatis mutandis.

12.0 CREATION AND FILLING UP OF TEACHING POSTS

- 12.1. Teaching posts in universities, as far as feasible, may be created in a pyramidal order, that is, for instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professors, per department.
- 12.2. All the sanctioned/approved posts in the university system shall be filled up on an urgent basis.

13.0 APPOINTMENTS ON CONTRACT BASIS

- 13.1. The teachers should be appointed on contract basis only when it is absolutely necessary and when the student-teacher ratio does not satisfy the laid down norms. In any case, the number of such appointments should not exceed 10% of the total number of faculty positions in a College/University. The qualifications and selection procedure for appointing them should be the same as those applicable to a regularly appointed teacher. The fixed emoluments paid to such contract teachers should not be less than the monthly gross salary of a regularly appointed Assistant Professor. Such appointments should not be made initially for more than one academic session, and the performance of any such entrant teacher should be reviewed for academic performance before reappointing her/him on contract basis for another session.

14.0 TEACHING DAYS

14.1. The Universities/Colleges must adopt at least 180 working days, i.e. there should be a minimum of 30 weeks of actual teaching in a 6-day week. Of the remaining period, 12 weeks may be devoted to admission and examination activities, and non-instructional days for co-curricular, sports, college day, etc., 8 weeks for vacations and 2 weeks may be attributed to various public holidays. If the University adopts a 5 day week pattern, then the number of weeks should be increased correspondingly to ensure equivalent of 30 weeks of actual teaching with a 6 day week.

The above is summarized as follows:

	Number of weeks: 6 day a week pattern		Number of weeks: 5 day a week pattern	
Categorization	University	College	University	College
Teaching and Learning Process	30 (180 days) weeks	30 (180 days) weeks	36 (180 days) weeks	36 (180 days) weeks
Admissions/Examinations preparation for Examination	12	10	8	8
Vacation	8	10	6	6
Public Holidays (to increase and adjust teaching days accordingly)	2	2	2	2
Total	52	52	52	52

14.2. In lieu of curtailment of vacation by 2 weeks, the university teachers may be credited with 1/3rd of the period of earned leave. However, colleges may have an option of a total vacation of 10 weeks in a year and no earned leave except when required to work during the vacations for which, as in the case of University teachers, 1/3 of the period will be credited as Earned Leave.

5.0. WORKLOAD

15.1. The workload of the teachers in full employment should not be less than 40 hours a week for 30 working weeks (180 teaching days) in an academic year. It should be necessary for the teacher to be available for at least 5 hours daily in the University/College for which necessary space and infrastructure should be provided by the University/College. Direct teaching-learning process hours should be as follows:

Assistant Professor	16 hours
Associate Professor and Professor	14 hours

15.2 A relaxation of two hours in the workload may, however, be given to Professors who are actively involved in extension activities and administration. A minimum of 6 hours per week may have to be allocated for research activities of a teacher.

16.0 SERVICE AGREEMENT AND FIXING OF SENIORITY

16.1. At the time of recruitment in Universities and Colleges, a service agreement should be executed between the University/College and the teacher concerned and a copy of the same should be deposited with the Registrar/Principal. Such service agreement shall be duly stamped as per the rates applicable.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

16.2. The self-appraisal or linked Performance Based Appraisal System (PBAS) methodology shall form part of the service agreement/Record.

16.3. Inter-se seniority between the direct recruited and teachers promoted under CAS

The inter-se seniority of a direct recruit shall be determined with reference to the date of joining and for the teachers promoted under CAS with reference to the date of eligibility as indicated in the recommendations of the selection committee of the respective candidates. The rules and regulations of the respective Central/State Government shall apply, for all other matters of seniority.

17.0. CODE OF PROFESSIONAL ETHICS

I. TEACHERS AND THEIR RESPONSIBILITIES:

Whoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the ideal of the profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teachers should be calm, patient and communicative by temperament and amiable in disposition.

Teachers should:

- (i) Adhere to a responsible pattern of conduct and demeanour expected of them by the community;
- (ii) Manage their private affairs in a manner consistent with the dignity of the profession;
- (iii) Seek to make professional growth continuous through study and research;
- (iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc. towards the contribution of knowledge;
- (v) Maintain active membership of professional organizations and strive to improve education and profession through them;
- (vi) Perform their duties in the form of teaching, tutorial, practical, seminar and research work conscientiously and with dedication;
- (vii) Co-operate and assist in carrying out functions relating to the educational responsibilities of the college and the university such as: assisting in appraising applications for admission, advising and counseling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation; and
- (viii) Participate in extension, co-curricular and extra-curricular activities including community service.

II. TEACHERS AND THE STUDENTS

Teachers should:

- (i) Respect the right and dignity of the student in expressing his/her opinion;
- (ii) Deal justly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics;
- (ii) Recognize the difference in aptitude and capabilities among students and strive to meet their individual needs;

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (iv) Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- (v) Inculcate among students scientific outlook and respect for physical labour and ideals of democracy, patriotism and peace;
- (vi) Be affectionate to the students and not behave in a vindictive manner towards any of them for any reason;
- (vii) Pay attention to only the attainment of the student in the assessment of merit;
- (viii) Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;
- (ix) Aid students to develop an understanding of our national heritage and national goals; and
- (x) Refrain from inciting students against other students, colleagues or administration.

III. TEACHERS AND COLLEAGUES Teachers should:

- (i) Treat other members of the profession in the same manner as they themselves wish to be treated;
- (ii) Speak respectfully of other teachers and render assistance for professional betterment;
- (iii) Refrain from lodging unsubstantiated allegations against colleagues to higher authorities; and
- (iv) Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.

IV. TEACHERS AND AUTHORITIES:

Teachers should:

- (i) Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and/or professional organizations for change of any such rule detrimental to the professional interest;
- (ii) Refrain from undertaking any other employment and commitment including private tuitions and coaching classes which are likely to interfere with their professional responsibilities;
- (iii) Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand;
- (iv) Co-operate through their organizations in the formulation of policies of the other institutions and accept offices;
- (v) Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with dignity of the profession;
- (vi) Should adhere to the conditions of contract;
- (vii) Give and expect due notice before a change of position is made; and
- (viii) Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of academic schedule.

V. TEACHERS AND NON-TEACHING STAFF:

- (i) Teachers should treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution; and
- (ii) Teachers should help in the function of joint staff-councils covering both teachers and the non-teaching staff.

VI. TEACHERS AND GUARDIANS

Teachers should:

- (i) Try to see through teachers' bodies and organizations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.

VII. TEACHERS AND SOCIETY Teachers should:

- (i) Recognize that education is a public service and strive to keep the public informed of the educational programmes which are being provided;
- (ii) Work to improve education in the community and strengthen the community's moral and intellectual life ;
- (iii) Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole;
- (iv) Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices;
- (v) Refrain from taking part in or subscribing to or assisting in any way activities which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for National Integration.

SCHEDULE FOR CLAUSE 6.8.0

(FOR PAY SCALES, DESIGNATIONS AND STAGES OF PROMOTION UNDER CAS OF INCUMBENT AND NEWLY APPOINTED ASSISTANT PROFESSORS/ ASSOCIATE PROFESSORS/ PROFESSORS AND OTHER EQUIVALENT CADRES IN LIBRARY AND PHYSICAL EDUCATION AND SPORTS IN CENTRAL UNIVERSITIES AND COLLEGES THEREUNDER AND INSTITUTIONS DEEMED TO BE UNIVERSITIES WHOSE MAINTENANCE EXPENDITURE IS MET BY THE UGC).

- 1.0. Persons entering the teaching profession in universities and colleges shall be designated as Assistant Professors and shall be placed in the Pay Band III of Rs.15,600 – Rs. 39,100 with AGP of Rs. 6,000. Lecturers already in service in the pre-revised scale of Rs. 8,000 – Rs.13,500, shall be re-designated as Assistant Professors with the said AGP of Rs. 6,000. Their CAS promotions would be subject to the API criteria based PBAS system norms laid out in these regulations
 - 1.1. An Assistant Professor with completed service of four years, possessing Ph. D. Degree in the relevant discipline shall be eligible, for moving to AGP of Rs.7,000.
 - 1.2. An Assistant Professors possessing M.Phil. Degree or post-graduate degree in professional courses approved by the relevant statutory Body, such as LL.M. / M.Tech., etc. shall be eligible for the AGP of Rs. 7,000 after completion of five years service as Assistant Professor.
 - 1.3. An Assistant Professors who do not have Ph.D. or M.Phil. or a Master degree in the relevant Professional course shall be eligible for the AGP of Rs. 7,000 only after completion of six years' service as Assistant Professor.
 - 1.4. The upward movement from AGP of Rs. 6,000 to AGP of Rs. 7,000 for all Assistant Professors shall be subject to their satisfying the API criteria based PBAS conditions as laid down by the UGC in these Regulations.
- 2.0. The pay of the incumbents to the posts of Lecturer (senior scale) (i.e. the unrevised scale of Rs. 10,000 – Rs.15,200) shall be re-designated as Assistant Professor, and shall be fixed at the appropriate stage in Pay Band III of Rs.15,600 – Rs. 39,100 based on their present pay, with AGP of Rs. 7,000.
 - 2.1. Assistant Professors with completed service of five years at the AGP of Rs. 7,000 shall be eligible, subject to other API requirements laid down by these UGC Regulations, to move up to the AGP of Rs. 8,000.
- 3.0. Posts of Associate Professor shall be in the Pay Band IV of Rs. 37,400 – Rs. 67,000, with AGP of Rs. 9,000. Directly recruited Associate Professors under these Regulations shall be placed in the Pay Band IV of Rs. 37,400 – Rs. 67,000 with an AGP of Rs. 9,000, at the appropriate stage in the Pay Band in terms of the conditions of appointment.
 - 3.1. Incumbent Readers and Lecturers (Selection Grade) who have completed three years in the current pay scale of Rs. 12,000 – Rs. 18,300 on 1 January, 2006 shall be placed in Pay Band IV of Rs. 37,400 – Rs. 67,000 with AGP of Rs. 9,000 and shall be redesignated as Associate Professor.
 - 3.2. Incumbent Readers and Lecturers (Selection Grade) who had not completed three years in the pay scale of Rs.12,000 – Rs.18,300 on or after 1 January, 2006 shall be placed at the appropriate stage in the Pay Band of Rs.15,600 – Rs. 39,100 with AGP of Rs. 8,000 till they complete three years of service in the grade of Lecturer (Selection Grade) / Reader, and thereafter shall be placed in the higher Pay Band IV of Rs. 37,400 – Rs. 67,000 and accordingly re-designated as Associate Professor.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 3.3. Readers/Lecturers (Selection Grade) in service at present shall continue to be designated as Lecturer (Selection Grade) or Readers, as the case may be, until they are placed in the Pay Band of Rs. 37,400 – Rs. 67,000 and re-designated as Associate Professor in the manner described in 3.1 and 3.2. above.
- 3.4. Assistant Professors completing three years of teaching in the AGP of Rs. 8,000 shall be eligible, subject to the qualifying conditions prescribed by these Regulations, to move to the Pay Band IV of Rs. 37,400 – Rs. 67,000 with AGP of Rs. 9,000 and to be designated as Associate Professor.
- 3.5. Associate Professor completing three years of service in the AGP of Rs. 9,000 and possessing a Ph.D. Degree in the relevant discipline shall be eligible to be appointed and designated as Professor, subject to satisfying the required credit points as per API based on PBAS methodology provided in Appendix IV, Table I-III stipulated in these Regulations and assessment by a duly constituted selection committee as suggested for the direct recruitment of Professor. No teacher other than those with a Ph.D. shall be promoted or appointed as Professor. The Pay Band IV for the post of Professors shall be Rs. 37,400 – Rs. 67,000 with AGP of Rs. 10,000.
- 4.0. The pay of a directly recruited Professor shall be fixed at a stage not below Rs.43,000 in the Pay Band IV of Rs. 37,400 – Rs. 67,000, with the applicable AGP of Rs.10,000.
- 4.1. Ten percent of the positions of Professors in a university shall be eligible to be placed in the higher AGP of Rs.12,000. However, teachers promoted to the posts with higher AGP of Rs.12,000, shall continue to be designated as Professor. Eligibility for elevation as a Professor in the higher Academic Grade Pay of Rs.12,000, shall be a minimum of ten years of teaching and research experience as professor either in the pre-revised scale of Professor's Pay of Rs.16,400 — Rs. 22,400 or the revised scale of Pay Band IV of Professor with AGP of Rs.10,000 on satisfying the required API score as per Tables I and II through the PBAS methodology stipulated in these Regulations through a duly constituted Expert committee;

5.0. PAY SCALES OF PRINCIPALS IN COLLEGES:

5.1 PRINCIPAL OF UNDER GRADUATE COLLEGES:

The posts of Principal in Under Graduate Colleges shall be in the Pay Band of Rs. 37,400 – Rs. 67,000 with AGP of Rs.10,000, plus a Special Allowance of Rs. 2,000 per month and shall also be fixed at a stage not below Rs. 43,000 as in the directly recruited Professors. All Principals in service shall be appropriately fixed in the Pay Band with the AGP of Rs.10,000

5.2 PRINCIPAL OF POST GRADUATE COLLEGES:

Posts of Principal in Post Graduate Colleges shall also be in the Pay Band of Rs. 37,400 – Rs. 67,000 with AGP of Rs.10,000, plus a Special Allowance of Rs. 3,000 per month and shall also be fixed at a stage not below Rs. 43,000 as in the case of directly recruited Professors. All Principals in service shall be appropriately fixed in the Pay Band IV with the AGP of Rs.10,000.

6.0. PAY SCALES AND CAREER ADVANCEMENT SCHEMES REGULATIONS FOR LIBRARIANS, ETC.

6.1. ASSISTANT UNIVERSITY LIBRARIAN / COLLEGE LIBRARIAN:

- (i) Assistant Librarian / College Librarian in the pre-revised scale of pay of Rs. 8,000 – Rs. 13,500 shall be placed in the Pay Band of Rs.15,600 – Rs. 39,100 with AGP of Rs. 6,000.

- (ii) All conditions of eligibility and academic qualifications laid down by the UGC as per these Regulations, shall be applicable for direct recruitment of Assistant University Librarian / College Librarian.

6.2 ASSISTANT UNIVERSITY LIBRARIAN (SR. SCALE) / COLLEGE LIBRARIAN (SR. SCALE):

- (i) Assistant University Librarian (Sr. Scale)/ College Librarian (Sr. Scale) in the preremised scale of pay of Rs.10,000 – Rs. 15,200 shall be placed in the Pay Band of Rs.15,600 – Rs. 39,100 with AGP of Rs.7,000.
- (ii) Assistant University Librarian / College Librarian possessing Ph.D. in Library Science, after completing service of four years in the AGP of Rs. 6,000, and if otherwise eligible as per API scoring system, and PBAS methodology laid down by the UGC in these Regulations, shall be eligible for the higher AGP of Rs. 7,000 with the Pay Band of Rs.15,600 – Rs. 39,100.
- (iii) Assistant Librarian / College Librarian not possessing Ph.D. but only M.Phil. in Library Science at the entry level after completing service of five years in the AGP of Rs. 6,000, if otherwise eligible as per API scoring system and PBAS methodology laid down by the UGC in these Regulations, shall become eligible for the higher AGP of Rs. 7,000.
- (iv) After completing service of six years in the AGP of Rs. 6,000 Assistant Librarian/ College Librarian without the relevant Ph.D. and M.Phil. shall, if otherwise eligible as per API scoring system and PBAS methodology laid down by the UGC in these Regulations, move to the higher AGP of Rs. 7,000.
- (v) The pay of the existing Assistant Librarian (Sr. Scale) / College Librarian (Sr. Scale) in the pre-revised scale of pay of Rs.10,000 – Rs.15,200 shall be fixed in the Pay Band of Rs.15,600 – Rs. 39,100 with AGP of Rs.7,000 at an appropriate stage based on their present pay.

6.3. DEPUTY LIBRARIAN / ASSISTANT LIBRARIAN (SELECTION GRADE) / COLLEGE LIBRARIAN (SELECTION GRADE):

- (i) Deputy Librarians who are directly recruited shall be placed in the Pay Band of Rs. 15,600 – Rs. 39,100 with AGP of Rs. 8,000
- (ii) On completion of service of five years, Assistant Librarian (Sr. Scale) / College Librarian (Sr. Scale) shall be eligible for the post of Deputy Librarian/ equivalent posts in Pay Band of Rs.15,600 – Rs. 39,100, with Academic Grade Pay of Rs. 8,000, subject to their fulfilling other conditions of eligibility (such as Ph.D. degree, etc. for Deputy Librarian) as per API scoring system based PBAS methodology laid down by the UGC for CAS promotion in these Regulations. They shall be designated as Deputy Librarian / Assistant Librarian (Selection Grade) / College Librarian (Selection Grade), as the case may be.
- (iii) After completing three years in the Pay Band of Rs.15,600 – Rs. 39,100 with an AGP of Rs. 8,000, Deputy Librarians /equivalent positions shall move to the Pay Band of Rs. 37,400 – Rs. 67,000 and AGP of Rs. 9,000, subject to fulfilling other conditions of eligibility as per API scoring system and PBAS methodology laid down by the UGC for CAS promotion in these Regulations.
- (iv) Assistant Librarians (Sr. Scale) in universities/ College Librarians (Sr. Scale) in the AGP of Rs. 7,000 not possessing Ph.D. in Library Science but who fulfill other criteria prescribed by the UGC for CAS promotion in these Regulations, shall also be eligible for being placed in the AGP of Rs. 8,000.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (v) Incumbents to the posts of Deputy Librarian / Assistant Librarian (Selection Grade)/College Librarian (Selection Grade) who have completed three years in the pre-revised pay scale of Rs. 12,000 – Rs. 18,300 on 1 January, 2006 shall be fixed at an appropriate stage in the Pay Band of Rs. 37,400 – Rs. 67,000 with an AGP of Rs. 9,000. They shall continue to be designated as Deputy Librarian / Assistant Librarian (Selection Grade)/College Librarian (Selection Grade)
- (vi) Incumbents to the posts of Deputy Librarian / Assistant Librarian (Selection Grade) /College Librarian (Selection Grade) who have not completed the requirement of three years in the pre-revised pay scale of Rs.12,000 – Rs. 18,300, for being eligible to be placed in the higher Pay Band of Rs. 37,400 – Rs. 67,000, shall be placed at an appropriate stage with Academic Grade Pay of Rs. 8,000 till they complete three years of service as Deputy Librarian / Assistant Librarian (Selection Grade)/College Librarian (Selection Grade)
- (vii) Pay in regard to the directly recruited Deputy Librarians shall be initially fixed in Pay Band Rs.15,600 – Rs. 39,100 with AGP of Rs. 8,000. They shall move to the Pay Band of Rs. 37,400 – Rs. 67,000 with AGP of Rs.9000 after completing three years of service in the AGP of Rs. 8,000.
- (viii) The conditions of eligibility and academic qualifications prescribed by the UGC in these Regulations, shall be adopted for direct recruitment to the post of Deputy Librarian.

6.4. LIBRARIAN (UNIVERSITY):

- (i) The post of Librarian shall be in the Pay Band of Rs. 37,400 – Rs. 67,000 with the Academic Grade Pay of Rs.10,000.
- (ii) The conditions of eligibility and academic qualifications prescribed by the UGC in these Regulations, shall be adopted for appointment to the post of Librarian (University).
- (iii) Deputy Librarian completing service of three years in the AGP of Rs.9,000 and otherwise eligible as per the API scoring system and PBAS methodology developed in these Regulations, with a Ph.D. qualification shall also be eligible to be considered for appointment to the post of Librarian through open recruitment.
- (iv) Incumbent Librarian (University) shall be placed at the appropriate stage as per the 'fixation formula' provided as Appendix-II in the Pay Band of Rs. 37,400 – Rs. 67,000 with AGP of Rs.10,000.

7.0. PAY SCALES AND CAREER ADVANCEMENT SCHEMES REGULATIONS FOR PHYSICAL EDUCATION AND SPORTS CADRES

7.1. ASSISTANT DIRECTOR OF PHYSICAL EDUCATION AND SPORTS (ASSISTANT DPE&S) / COLLEGE DIRECTOR OF PHYSICAL EDUCATION & SPORTS (COLLEGE DPE&S):

- (i) The Assistant Director of Physical Education and Sports/College DPE&S in the pre-revised pays scale of Rs. 8,000 – Rs. 13,500 shall be placed in the Pay Band of Rs.15,600 – Rs. 39,100 with AGP of Rs. 6,000.
- (ii) Pay of Incumbent Assistant Directors of Physical Education and Sports / College DPE&S shall be fixed at an appropriate stage in the Pay Band of Rs. 15,600 – Rs. 39,100 with an AGP of Rs. 6,000, in accordance with the 'fixation formula' provided in Appendix-II.

- (iii) All conditions of eligibility and academic qualifications laid down by the UGC in these Regulations, shall be applicable for direct recruitment of Assistant Director of Physical Education and Sports / College DPE&S.

7.2. ASSISTANT DIRECTOR OF PHYSICAL EDUCATION AND SPORTS (SENIOR SCALE) / COLLEGE DPE & S (SENIOR SCALE):

- (i) Assistant Directors of Physical Education and Sports (Senior Scale) / College DPE & S (Senior Scale) in the pre-revised pay scale of Rs.10,000 – Rs. 15,200 shall be placed in the Pay Band of Rs.15,600 – Rs. 39,100 with AGP of Rs. 7,000.
- (ii) Assistant Directors of Physical Education and Sports / College DPE & S possessing Ph.D. in Physical Education at the entry level of Assistant DPE & S/ College DPE & S in the AGP of Rs. 6,000 shall, after completing service of four years in the AGP of Rs. 6,000, and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations, shall move to higher AGP of Rs. 7,000 in the Pay Band of Rs.15,600 – Rs. 39,100.
- (iii) Assistant Directors of Physical Education and Sports / College DPE & S possessing M.Phil. in Physical Education at the entry level of Assistant DPE & S / College DPE & S in the AGP of Rs. 6,000 shall, after completing service of the five years in the AGP of Rs. 6,000, be eligible for the higher AGP of Rs. 7,000 on satisfying the API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations.
- (iv) Assistant Directors of Physical Education and Sports / College DPE&S without the relevant Ph.D. and M.Phil. shall, after completing service of six years as Assistant Director of Physical Education and Sports / College DPE&S in the AGP of Rs. 6,000, and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations shall be placed in the AGP of Rs. 7,000.
- (v) Pay of incumbent Assistant Directors of Physical Education & Sports (Senior Scale) / College DPE&S (Senior Scale) shall be fixed in Pay Band of Rs.1560039100 at an appropriate stage in the AGP of Rs.7000, as per the 'fixation formula' provided in Appendix-II

7.3. DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS/ASSISTANT DIRECTOR OF PHYSICAL EDUCATION AND SPORTS (SELECTION GRADE) / COLLEGE DIRECTOR OF PHYSICAL EDUCATION AND SPORTS (SELECTION GRADE)

- (i) After completing service of five years in the Pay Band of Rs.15,600 – Rs. 39,100 with the AGP of Rs. 7,000 and subject to satisfying API scoring system and PBAS methodology prescribed by the UGC in these Regulations, Assistant Director of Physical Education and Sports (Senior Scale) / College DPE&S (Senior scale) shall move to AGP of Rs. 8,000 in the Pay band of Rs. 15,600 – Rs. 39,100. They shall be designated as Deputy Director of Physical Education and Sports / Assistant DPE&S (Selection Grade) / College DPE&S (Selection Grade), as the case may be.
- (ii) After completing service of three years in the Pay Band of Rs.15,600 – Rs. 39,100 and the AGP of Rs.8,000 and subject to satisfying API/ scoring system and PBAS methodology prescribed by the UGC in these Regulations, Deputy DPE&S/ Assistant DPE&S (Selection Grade) College DPE&S (Selection Grade) shall

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

move to the Pay Band of Rs. 37,400 – Rs. 67,000 with the AGP of Rs. 9,000. They shall continue to be designated as Deputy DPE&S/Assistant DPE&S (Selection Grade) / College DPE&S (Selection Grade)

- (iii) All incumbents to the post of Deputy DPE&S/Assistant DPE&S (Selection Grade)/ College DPE&S (Selection Grade) who have completed service of at least three years in the unrevised pay scale of Rs.12,000 – Rs.18,300 as on 0101-2006 shall be eligible to be fixed in the Pay Band of Rs. 37,400 – Rs. 67,000 with AGP of Rs. 9,000.
- (iv) All incumbents to the post of Deputy DPE&S /Assistant DPE&S (Selection Grade/ College DPE&S (Selection Grade) whose services in the unrevised pay scale of Rs.12,000 – Rs. 18,300 fall short of three years which would have made them eligible to move to the higher pay band, shall be placed at an appropriate stage at the AGP of Rs. 8,000 in the pay band of Rs.15,600 – Rs. 39,000 till they complete the required service of three years as Deputy DPE&S / ADPE&S (Selection Grade) / College DPE&S (Selection Grade) in the unrevised pay scale.
- (v) Pay of the directly recruited Deputy DPE&S shall be initially fixed with the AGP of Rs. 8,000 in the Pay Band of Rs.15,600 – Rs. 39,100, and after completing three years of service directly recruited Deputy DPE&S and equivalent shall move to Pay Band Rs. 37,400 – Rs. 67,000 with AGP of Rs. 9,000.

7.4. DIRECTOR OF PHYSICAL EDUCATION AND SPORTS (UNIVERSITY):

- (i) Post of Director, Physical Education and Sports in Universities shall be in the Pay Band of Rs. 37,400 – Rs. 67,000 with AGP of Rs.10,000.
- (ii) Post of Director, Physical Education and Sports (University) shall continue to be filled through direct recruitment and the existing conditions of eligibility, i.e. the minimum qualification, number of years of relevant experience and other conditions prescribed by the UGC in these Regulations, shall be the eligibility for recruitment.
- (iii) Pay of the incumbent shall be fixed at the appropriate stage in the Pay Band of Rs.37,400 – Rs. 67,000 as per 'fixation formula' provided in Appendix-II.

8.0. PAY SCALES OF PRO-VICE CHANCELLOR / VICE-CHANCELLOR OF UNIVERSITIES:

8.1. PRO-VICE-CHANCELLOR:

8.1.1 The posts of Pro-Vice Chancellor shall be in the Pay Band of Rs. 37,400 –Rs. 67,000 with AGP of Rs.10,000 or Rs.12,000 as the case may be, along with a Special Allowance of Rs. 4,000 per month, subject to the condition that the sum total of pay in the Pay Band, the Academic Grade Pay and the Special Allowance shall not exceed Rs. 80,000.

8.2. VICE CHANCELLOR:

8.2.1 The posts of Vice-Chancellor shall carry a fixed pay of Rs.75,000 along with a Special pay of Rs.5,000 per month. All other eligibilities and facilities for the Vice Chancellor as provided in the Act/Statute of the university concerned, shall be applicable besides the pay.

9.0. INCENTIVES FOR Ph.D. / M.Phil. AND OTHER HIGHER QUALIFICATION TO TAKE EFFECT FROM 01-09-2008.

- 9.1. Five non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degree of Ph.D. awarded in a relevant discipline by the University following the process of admission, registration, course work and external evaluation as prescribed by the UGC.
- 9.2. M.Phil. Degree holders at the time of recruitment to the post of Assistant Professor shall be entitled to 2 non-compounded advance increments.
- 9.3. Those possessing Post-graduate degree in the professional course such as LL.M./M. Tech./M.Arch./M.E./M.V.Sc./M.D., etc. recognized by the relevant statutory body / council, shall also be entitled to 2 non-compounded advance increments at the entry level.
- 9.4 (i) Teachers who complete their Ph.D. Degree while in service shall be entitled to 3 non-compounded increments if such Ph.D. is in a relevant discipline of the discipline of employment and has been awarded by a University complying with the process prescribed by the UGC for enrolment, course work, evaluation, etc.
(ii) However, teachers in service who have already been awarded Ph.D. by the time of coming into force of these Regulations or having been enrolled for Ph.D. have already undergone course-work as well as evaluation, if any, and only Notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of 3 non-compounded increments even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.
- 9.5. In respect of every other case, a teacher who is already enrolled for Ph.D. shall avail the benefit of 3 non-compounded increments only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either coursework or evaluation or both, as the case may be.
- 9.6 Teachers in service who have not yet enrolled for Ph.D. shall therefore derive the benefit of 3 non-compounded increments on award of Ph.D., while in service only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.
- 9.7 Teachers who acquire M.Phil. Degree or a post graduate degree in a professional course recognized by the relevant Statutory Body/Council, while in service, shall be entitled to one advance increment.
- 9.8 Five non-compounded advance increments shall be admissible to Assistant Librarian/ College Librarian who are recruited at entry level with Ph.D. degree in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in Library Science.
 - 9.8.1 (i) Assistant Librarian / College Librarian acquiring the degree of Ph.D. at any time while in service, in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation shall be entitled to 3 non-compounded advance increments.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (ii) However, persons in posts of Assistant Librarian / College Librarian or higher positions who have already been awarded Ph.D. in library science at the time of coming into force of these Regulations or having already undergone course-work as well as evaluation, if any, and only Notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of 3 non-compounded increments even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.

9.8.2 In respect of every other case of persons in the posts of Assistant Librarian / College Librarian or higher positions who are already enrolled for Ph.D. shall avail the benefit of 3 non-compounded increments only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either coursework or evaluation or both, as the case may be.

9.8.3 Assistant Librarian / College Librarian and others in higher Library positions in service who have not yet enrolled for Ph. D. shall therefore derive the benefit of 3 non-compounded increments on award of Ph.D. while in service only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.

9.8.4 Two non-compounded advance increments shall be admissible for Assistant Librarian/ College Librarian with M.Phil. degree in Library Science at the entry level, Assistant Librarian / College Librarian and those in higher positions acquiring M. Phil. degree in Library Science at any time during the course of their service shall be entitled to one advance increment.

9.9 Five non-compounded advance increments shall be admissible to Assistant Director of Physical Education and Sports / College Director of Physical Education and Sports who are recruited at entry level with Ph.D. degree in the discipline of Physical Education from a university complying with the process prescribed by the UGC in respect of enrolment, course work and evaluation process for the award of Ph.D. in Physical Education.

9.10. Notwithstanding anything in the foregoing clauses, those who have already availed the benefits of advance increments for possessing Ph.D. / M.Phil. at the entry level under the earlier Schemes / Regulations shall not be entitled to the benefit of advance increments under these Regulations.

9.11. Teachers, Library and Physical Education cadres who have already availed the benefits of increments as per the then existing policy for acquiring Ph.D. / M. Phil while in service, shall not be entitled to advance increments under these Regulations.

9.12. For posts at the entry level where no such advance increments were admissible for possessing Ph.D./M. Phil under the earlier Schemes / Regulations, the benefit of advance increments for possessing Ph.D./M. Phil shall be available to only those appointments which have been made on or after the coming into force of these Regulations.

10.0 OTHER TERMS AND CONDITIONS

10.1. INCREMENTS

10.2. Each annual increment shall be equivalent to 3% of the sum total of pay in the relevant Pay Band and the AGP as applicable for the respective stage in the Pay Band.

10.3. Each advance increment shall also be at the rate of 3% of the sum total of pay in the relevant Pay Band and the AGP as applicable and shall be noncompoundable.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 10.4. The number of additional increment(s) on placement at each higher stage of AGP shall be as per the existing Schemes / Regulations of increment on promotion from lower Pay Scale to higher Pay Scale; however, in view of the considerable raise in effective pay between the two Pay Bands, there shall be no additional increment on movement from the Pay Band of Rs.15,600 – Rs. 39,100 to the Pay Band of Rs. 37,400 – Rs. 67,000.
- 10.5 All issues relating to grant of advance increments to teachers engaged in engineering / technical courses in the university system shall be subject to recommendations of the Committee separately constituted by the Central Government for pay review of teachers in technical education.

11.0 ALLOWANCES:

- 11.1 Allowances such as Leave Travel Concession, Special Compensatory Allowances, Children's Education Allowance, Transport Allowance, House Rent Allowance, Deputation Allowance, Traveling Allowance, Dearness Allowance, area based Special Compensatory Allowance etc. as applicable to teachers and Library and Physical Education Cadres, shall be at par with that of Central Government employees.

APPENDICES

APPENDIX I	Scheme of revision of pay of teachers and equivalent cadres in universities and colleges following the revision of pay scales of Central Government employees on the recommendations of the Sixth Central Pay Commission (Letter No. No.1-32/2006-U.II/U.I(i). Government of India, Ministry of Human Resource Development, Department of Higher Education, New Delhi, dated the 31st December, 2008).
APPENDIX II	Fitment Tables (Table No. 1 to 9) for fixation of pay of the existing incumbents, who were in position as on 1.1.2006, in various categories of posts as indicated in the Tables. (Letter No. No.F.3-1/2009-U.I, Government of India, Ministry of Human Resource Development, (Department of Higher Education), dated 4 th June, 2009)
APPENDIX III (TABLES I TO IX)	Performance Based Assessment Scheme (PBAS) & Annual Performance Indicators (APIs) for Direct Recruitment & Promotion under Career Advancement Scheme (CAS) Tables I to IV – For University and College Teachers Tables V to VIII – For Asst. Director/Dy. Director/ Director Physical Education Cadre etc. Tables IX to XII – For Asst, Librarian, Dy. Librarian, Librarian etc.

APPENDIX I

No.1-32/2006-U.II/U.I(i) Government of India Ministry of Human Resource Development
Department of Higher Education

New Delhi, dated the 31St December, 2008

To

The Secretary,

University Grants Commission,

Bahadur Shah Zafar Marg, New Delhi - 110 002.

Subject:- Scheme of revision of pay of teachers and equivalent cadres in universities and colleges following the revision of pay scales of Central Government employees on the recommendations of the Sixth Central Pay Commission.

Sir,

I am directed to say that the Government of India have decided, after taking into consideration the recommendations made by the University Grants Commission (UGC) based on the decisions taken at the meeting of the Commission held on 7-8 October 2008, to revise the pay scales of teachers in the Central Universities. The revision of pay scales of teachers shall be subject to various provisions of the Scheme of revision of pay scales as contained in this letter, and Regulations to be framed by the UGC in this behalf in accordance with the Scheme given below. The revised pay scales and other provisions of the Scheme are as under:- **1. General**

- (i) There shall be only three designations in respect of teachers in universities and colleges, namely, Assistant Professors, Associate Professors and Professors. However, there shall be no change in the present designation in respect of Library and Physical Education Personnel at various levels.
- (ii) No one shall be eligible to be appointed, promoted or designated as Professor, unless he or she possesses a Ph.D. and satisfies other academic conditions, as laid down by the University Grants Commission (UGC) from time to time. This shall, however, not affect those who are already designated as 'Professor'.
- (iii) The pay of teachers and equivalent positions in Universities and Colleges shall be fixed according to their designations in two pay bands of Rs. 15600-39100 and Rs.37400-67000 with appropriate "Academic Grade Pay" (AGP in short). Each Pay Band shall have different stages of Academic Grade Pay which shall ensure that teachers and other equivalent cadres covered under this Scheme, subject to other conditions of eligibility being satisfied, have multiple opportunities for upward movement during their career.
- (iv) Posts of Professors shall be created in under-graduate (UG) colleges as well as in postgraduate (PG) colleges. The number of posts of Professors in a UG College shall be equivalent to 10 percent of the number of posts of Associate Professors in that College. There shall be as many posts of Professors in each PG College as the number of Departments in that College. No new Departments shall be created in UG or PG Colleges without prior approval of the UGC.
- (v) Up to 10% of the posts of Professors in universities shall be in the higher Academic Grade Pay of Rs. 12000 with eligibility conditions to be prescribed by the UGC.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (vi) National Eligibility Test (NET) shall be compulsory for appointment at the entry level of Assistant Professor, subject to the exemptions to the degree of Ph.D. in respect of those persons obtaining the award through a process of registration, course-work and external evaluation, as have been/ or may be laid down by the UGC through its regulations, and so adopted by the University. NET shall not be required for such Masters' programmes in disciplines for which there is no NET.

2. Revised Pay Scales , Service conditions and Career Advancement Scheme for teachers and equivalent positions:

The pay structure for different **categories of teachers and equivalent positions shall be as indicated below:-**

(a) Assistant Professor / Associate Professors / Professors in Colleges & Universities

- (i) Persons entering the teaching profession in Universities and Colleges shall be designated as Assistant Professors and shall be placed in the Pay Band of Rs.15600-39100 with AGP of Rs.6000. Lecturers already in service in the pre-revised scale of Rs. 8000-13500, shall be redesignated as Assistant Professors with the said AGP of Rs. 6000.
- (ii) An Assistant Professor with completed service of 4 years, possessing Ph.D Degree in the relevant discipline shall be eligible, for moving up to AGP of Rs. 7000.
- (iii) Assistant Professors possessing M.Phil degree or post-graduate degree in professional courses approved by the relevant Statutory Body, such as LL.M/M.Tech etc. shall be eligible for the AGP of Rs. 7,000 after completion of 5 years service as Assistant Professor.
- (iv) Assistant Professors who do not have Ph.D or M.Phil or a Master's degree in the relevant Professional course shall be eligible for the AGP of Rs. 7,000 only after completion of 6 years' service as Assistant Professor.
- (v) The upward movement from AGP of Rs. 6000 to AGP of Rs. 7000 for all Assistant Professors shall be subject to their satisfying other conditions as laid down by the UGC.
- (vi) The pay of the incumbents to the posts of Lecturer (senior scale) (i.e. the unrevised scale of Rs. 10,000-15200) shall be re-designated as Assistant Professor, and shall be fixed at the appropriate stage in Pay Band of Rs.15600-39100 based on their present pay, with AGP of Rs. 7000.
- (vii) Assistant Professors with completed service of 5 years at the AGP of Rs. 7000 shall be eligible , subject to other requirements laid down by the UGC, to move up to the AGP of Rs. 8000.
- (viii) Posts of Associate Professor shall be in the Pay Band of Rs.37400-67000, with AGP of Rs.9000. Directly recruited Associate Professors shall be placed in the Pay Band of Rs. 37400-67000 with an AGP of Rs. 9000, at-the appropriate stage in the Pay Band in terms of the conditions of appointment.
- (ix) Incumbent Readers and Lecturers (Selection Grade) who have completed 3 years in the current pay scale of Rs. 12000-18300 on 1.1.2006 shall be placed in Pay Band of Rs. 37400-67000 with AGP Pay of Rs . 9000 and shall be re-designated as Associate Professor.
- (x) Incumbent Readers and Lecturers (Selection Grade) who had not completed three years in the pay scale of Rs. 12000-18300 on 1.1.2006 shall be placed at the appropriate stage in the Pay Band of Rs. 15600-39100 with AGP of Rs. 8000 till they complete 3 years of service in the grade of Lecturer (Selection Grade)/Reader, and thereafter shall be placed in the higher Pay Band of Rs.37400-67000 and accordingly re-designated as Associate Professor.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (xi) Readers/ Lecturers (Selection Grade) in service at present shall continue to be designated as Lecturer (Selection Grade) or Readers, as the case may be, until they are placed in the Pay Band of Rs. 37,400-67000 and re-designated as Associate Professor in the manner described in (x) above.
- (xii) Assistant Professors completing 3 years of teaching in the AGP of Rs. 8000 shall be eligible, subject to other conditions, that may be prescribed by the UGC and the university, to move to the Pay Band of Rs. 37400-67000 with AGP of Rs. 9000 and to be designated as Associate Professor.
- (xiii) Associate Professor completing 3 years of service in the AGP of Rs. 9000 and possessing a Ph.D. degree in the relevant discipline shall be eligible to be appointed and designated as Professor, subject to other conditions of academic performance as laid down by the UGC and if any by the university. No teacher other than those with a Ph.D. shall be promoted, appointed or designated as Professor. The Pay Band for the post of Professors shall be Rs. 37400-67000 with AGP of Rs. 10000.
- (xiv) The pay of a directly recruited Professor shall be fixed at a stage not below Rs. 43000 in the Pay Band of Rs. 37400-67000, with the applicable AGP of Rs. 10000.
- (xv) Ten percent of the posts of Professors in a university shall be in the higher AGP of Rs. 12000, however, teachers appointed to the posts shall continue to be designated as Professor. Eligibility for appointment as a Professor in the higher Academic Grade Pay shall be as may be laid down by the UGC, and such eligibility conditions shall, inter alia, include publications in peer reviewed/ refereed Research Journals, and the requirement of at least 10 years of teaching as Professor and post-doctoral work of a high standard. No person appointed directly as Professor in the AGP of Rs. 12000 shall be fixed at a stage less than Rs. 48000 along with the AGP.
- (xvi) For initial direct recruitment at the level of Associate Professors and Professors, the eligibility conditions in respect of academic and research requirements shall be as may be or have been prescribed by the UGC through Regulations and as may be laid down by the university.
- (xvii) Discretionary award of advance increments for those who enter the profession as Associate Professors or Professors with higher merit, high number of research publications and experience at the appropriate level, shall be within the competence of the appropriate authority of the concerned University or recruiting institution while negotiating with individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other specific factors.

(b) Professors in Under Graduate and Post Graduate Colleges:

- (xviii) Ten percent of the number of sanctioned posts of Associate Professor in an Under Graduate College shall be that of Professors and shall be subject to the same criterion for selection/ appointment as that of Professors in Universities, provided that there shall not be more than one post of Professor in each Department; and provided further that One-fourth (25%) of the posts of Professor in UG Colleges shall be directly recruited or filled on deputation by eligible teachers and the remaining three-fourths (75%) of posts of Professors shall be filled by merit promotion from among eligible Associate Professors of the relevant department of the Under Graduate College. Identification of posts of Professor in an Under Graduate College for being filled through direct recruitment/ deputation shall be within the competence of the University acting in consultation with the College. Where the number of posts of Professor worked out as a percentage of the number of posts of Associate Professor for merit promotion or direct recruitment/ deputation is not an integer, the same shall be rounded off to the next higher integer.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (xix) There shall be one post of Professor in each Department of a Post Graduate College and shall be subject to the same criterion for selection/ appointment as that of Professors in Universities, provided that One-fourth (25%) of the posts of Professor shall be filled on deputation/direct recruitment from among eligible teachers and the remaining three-fourths (75%) of posts shall be filled through merit promotion from among the eligible Associate Professors in the relevant department of the Post Graduate College. Identification of posts of Professor in a Post Graduate College for being filled through direct recruitment/deputation shall be within the competence of the University acting in consultation with the College. Where the number of posts of professor for merit promotion or direct recruitment/ deputation worked out as a percentage of the total number of posts in a Post Graduate College is not an integer, the same shall be rounded off to the next higher integer. The UGC shall issue separate guidelines to ensure availability of minimum standards of academic infrastructure (library, research facilities etc.) for starting Post Graduate Courses in Colleges.

3. Pay Scales of Pro Vice Chancellor / Vice Chancellor of Universities:

(i) Pro-Vice Chancellor

The posts of Pro-Vice Chancellor shall be in the Pay Band of Rs.37400-67000 with AGP of Rs. 10000 or Rs. 12000, as the case may be, along with a Special Allowance of Rs.4000 per month, subject to the condition that the sum total of pay in the Pay Band, the Academic Grade Pay and the Special Allowance shall not exceed Rs. 80,000.

(ii) Vice Chancellor

The posts of Vice Chancellor shall carry a fixed pay of Rs. 75000 along with a Special Allowance of Rs. 5000 per month.

4. Pay Scales of Principals in Colleges:

- (i) Principal of Under Graduate Colleges Appointments to the posts of Principal in Under Graduate Colleges shall be based on the conditions of eligibility in respect of educational qualifications and teaching/research experience laid down by the University Grants Commission and if any by the university from time to time. The posts of Principal in Under Graduate Colleges shall be in the Pay Band of Rs.37400-67000 with AGP of Rs.10000, plus a Special Allowance of Rs. 2000 per month. All Principals in service shall be appropriately fixed in the Pay Band with the AGP of Rs. 10000.
- (ii) Principal of Post Graduate Colleges Appointments to the posts of Principal in Post Graduate Colleges shall be based on the conditions of eligibility in respect of educational qualifications and teaching/research experience laid down by the University Grants Commission and if any by the university from time to time. Posts of Principal in Post Graduate Colleges shall also be in the Pay Band of Rs.37400-67000 with AGP of Rs.10,000, plus a Special Allowance of Rs. 3000 per month. All Principals in service shall be appropriately fixed in the Pay Band with the AGP of Rs. 10000.

5. Pay Scales and Career Advancement Scheme for Librarians etc:

(a) Assistant Librarian/ College Librarian:

- (i) Assistant Librarian/ College Librarian in the pre-revised scale of pay of Rs. 8000-13500 shall be placed in the Pay Band of Rs.15600-39100 with AGP of Rs. 6000.
- (ii) All existing conditions of eligibility and academic qualifications laid down by the UGC shall continue to be applicable for direct recruitment of Assistant Librarian/ College Librarian.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

(b) Assistant Librarian (Sr. Scale)/ College Librarian (Sr.Scale)

- (i) The posts of Assistant Librarian (Sr. Scale)/ College Librarian (Sr.Scale) in the pre-revised scale of pay of Rs. 10000-15200 shall be placed in the Pay Band of Rs. 15600-39100 with AGP of Rs.7000.
- (ii) Assistant Librarian/ College Librarian possessing Ph.D. in Library Science at the entry level, after completing service of 4 years in the AGP of Rs.6000, and if otherwise eligible as per guidelines laid down by the UGC shall be eligible for the higher AGP of Rs. 7000 with in the Pay Band of Rs. 15600-39100.
- (iii) Assistant Librarian/ College Librarian not possessing Ph.D. but only M.Phil in Library Science at the entry level after completing service of 5 years in the AGP of Rs. 6000, if otherwise eligible as per guidelines laid down by the UGC, shall become eligible for the higher AGP of Rs. 7000.
- (iv) After completing service of 6 years in the AGP of Rs. 6000 Assistant Librarian/ College Librarian without the relevant Ph.D. and M.Phil shall, if otherwise eligible as per guidelines laid down by the UGC and if any by the university, move to the higher AGP of Rs. 7000.
- (v) The pay of the existing Assistant Librarian (Sr. Scale)/ College Librarian (Sr. Scale) in the pre-revised scale of pay of Rs. 10000-15200 shall be fixed in the Pay Band of Rs. 15600-39100 with AGP of Rs. 7000. at an appropriate stage based on their present pay,

(c) Deputy Librarian / Assistant Librarian (Selection Grade)/ College Librarian (Selection Grade)

- (i) Deputy Librarians who are directly recruited at present shall be placed in the Pay Band of Rs. 15600-39100 with AGP of Rs. 8000 initially at the time of recruitment.
- (ii) On completion of service of 5 years, Assistant Librarian (Sr.Scale)/ College Librarian (Senior Scale) shall be eligible for the post of Deputy Librarian/ equivalent posts in Pay Band of Rs. 15600-39100, with Academic Grade Pay of Rs.8,000, subject to their fulfilling other conditions of eligibility (such as Ph.D. degree or equivalent published work etc. for Deputy Librarian) as laid down by the UGC. They shall be designated as Deputy Librarian/ Assistant Librarian (Selection Grade)/ College Librarian (Selection Grade), as the case may be.
- (iii) The existing process of selection by a Selection Committee shall continue in respect of promotion to the post of Deputy Librarian and their equivalent positions.
- (iv) After completing 3 years in the Pay Band of Rs. 15600-39100 with an AGP of Rs. 8000, Deputy Librarians/ equivalent positions shall move to the Pay Band of Rs. 37400- 67000 and AGP of Rs. 9000, subject to fulfilling other conditions of eligibility laid down by the UGC and if any by the university.
- (v) Assistant Librarians (Senior Scale) in universities/ College Librarians (Senior Scale) in the AGP of Rs.7000 not possessing Ph.D. in Library Science or equivalent published work but who fulfill other criteria prescribed by the UGC and if any by the university, shall also be eligible for being placed in the AGP of Rs. 8000.
- (vi) Incumbents to the posts of Deputy Librarian/ Assistant Librarian (Selection Grade)/College Librarian (Selection Grade) who have completed three years in the pre-revised pay scale of Rs. 12000-18300 on 1.1.2006 shall be fixed at an appropriate stage in the Pay Band of Rs. 37400-67000 with an AGP of Rs. 9000. They shall continue to be designated as Deputy Librarian/ Assistant Librarian (Selection Grade)/College Librarian (Selection Grade)

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (vii) Incumbents to the posts of Deputy Librarian/ Assistant Librarian (Selection Grade)/ College Librarian (Selection Grade) who have not completed the requirement of three years in the pre-revised pay scale of Rs. 12000-18300, for being eligible to be placed in the higher Pay Band of Rs. 37400-67000, shall be placed at an appropriate stage with Academic Grade Pay of Rs.8000 till they complete three years of service as Deputy Librarian/ Assistant Librarian (Selection Grade)/ College Librarian (Selection Grade).
- (viii) Pay in regard to the directly recruited Deputy Librarians shall be initially fixed In Pay Band Rs. 15600-39100 with AGP of Rs. 8000. They shall move to the Pay Band of Rs. 37400-67000 with AGP of Rs. 9000 after completing three years of service in the AGP of Rs. 8000.
- (ix) The existing conditions of eligibility and academic qualifications prescribed by the UGC shall continue to be applicable for direct recruitment to the post of Deputy Librarian.

(d) Librarian (University)

- (I) The post of Librarian shall be in the Pay Band of Rs. 37400-67000 with the Academic Grade Pay of Rs. 10000.
- (ii) The existing conditions of eligibility and academic qualifications prescribed by the UGC shall continue to be applicable for appointment to the post of Librarian (University).
- (iii) Deputy Librarian completing service of three years in the AGP of Rs. 9000 and otherwise eligible as per conditions prescribed by the UGC and if any by the university, shall also be eligible to be considered for appointment to the post of Librarian through open recruitment.
- (iv) Incumbent Librarian (University) shall be placed at the appropriate stage as per the 'fixation formula' of the 6th CPC in the Pay Band of Rs. 3740-67000 with AGP of Rs.10000.

6. Pay Scales and Career Advancement Scheme for Physical Education Personnel:

(a) Assistant Director of Physical Education (Assistant DPE)/ College Director of Physical Education (College DPE)

- (i) The Assistant Director of Physical Education/ College DPE in the pre-revised pays scale of Rs. 8000-13500 shall be placed in the Pay Band of Rs.15600-39100 with AGP of Rs. 6000.
- (ii) Pay of incumbent Assistant Directors of Physical Education/ College DPE shall be fixed at an appropriate stage in the Pay Band of Rs. 15600-39100 with an AGP of Rs. 6000, in accordance with the 'fixation formula' of the 6th CPC.
- (iii) All existing conditions of eligibility and academic qualifications laid down by the UGC shall continue to be applicable for direct recruitment of Assistant Director of Physical Education/College DPE.

(b) Assistant Director of Physical Education (Senior Scale)/ College DPE (Senior Scale)

- (i) Assistant Directors of Physical Education (Senior Scale)/ College DPE (Senior Scale) in the pre-revised pay scale of Rs. 10000-15200 shall be placed in the Pay Band of Rs. 15600-39100 with AGP of Rs. 7000.
- (ii) Assistant Directors of Physical Education (Senior Scale)/ College DPE (Senior Scale) possessing Ph.D. in Physical Education at the entry level of Assistant DPE/

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

College DPE in the AGP of Rs. 6000 shall, after completing service of four years in the AGP of Rs.6000, and if otherwise eligible as per guidelines prescribed by the UGC and if any by the university, move to higher AGP of Rs. 7000 in the Pay Band of Rs. 15600-39100.

- (iii) Assistant Directors of Physical Education (Senior Scale)/ College DPE (Senior Scale) possessing MPhil in Physical Education at the entry level of Assistant DPE/College DPE in the AGP of Rs. 6000 shall, after completing service of five years in the AGP of Rs. 6000, be eligible for the higher AGP of Rs. 7000.
 - (iv) Assistant Directors of Physical Education/ College DPEs without the relevant Ph.D. and M.Phil shall, after completing service of six years as Assistant Director of Physical Education/College DPE in the AGP of Rs. 6000, and if otherwise eligible as per guidelines prescribed by the UGC and if any by the university, be eligible for being placed in the AGP of Rs. 7000.
 - (v) Pay of incumbent Assistant Directors of Physical Education (Senior Scale)/ College DPE (Senior Scale) shall be fixed in Pay Band of Rs. 15600-39100 at an appropriate stage in the AGP of Rs. 7000, as per the 'fixation formula' of the 6th CPC.
- (c) Deputy Director of Physical Education / Assistant Director of Physical Education (Selection Grade)/ College Director of Physical Education (Selection Grade)**
- (i) After completing service of five years in the Pay Band of Rs. 15600-39100 with the AGP of Rs. 7000 and subject to satisfying other eligibility conditions laid down by the UGC and if any by the university, Assistant Director of Physical Education (Senior Scale)/College DPE (Senior Scale) shall move to AGP of Rs. 8000 in the Pay Band of Rs. 15600-39100. They shall be designated as Deputy Director of Physical Education/ Assistant DPE (Selection Grade)/ College DPE (Selection Grade), as the case may be.
 - (ii) After completing service of three years in the Pay Band of Rs. 15600-39100 and the AGP of Rs. 8000 and subject to eligibility laid down by the UGC and if any by the university, Deputy DPE/ Assistant DPE (Selection Grade)/ College DPE (Selection Grade) shall move to the Pay Band of Rs. 37400-67000 with the AGP of Rs. 9000. They shall continue to be designated as Deputy DPE/ Assistant DPE (Selection Grade)/ College DPE (Selection Grade)
 - (iii) All Incumbents to the post of Deputy DPE/ Assistant DPE (Selection Grade)/ College DPE(Selection Grade) who have completed service of at least three years in the un-revised Pay Scale of Rs. 12000-18300 as on 1.1.2006 shall be eligible to be fixed in the Pay Band of Rs. 37400-67000 with AGP of Rs. 9000.
 - (iv) All incumbents to the post of Deputy DPE/ Assistant DPE (Selection Grade)/ College DPE (Selection Grade) whose services in the un-revised Pay Scale of Rs. 12000-18300 fall short of three years which would have made them eligible to move to the higher Pay Band, shall be placed at an appropriate stage at the AGP of Rs. 8000 in the Pay Band of Rs. 15600-39100 till they complete the required service of three years as Deputy DPE/ ADPE (Selection Grade)/ College DPE (Selection Grade) in the un-revised Pay Scale.
 - (v) Pay of the directly recruited Deputy DPE shall be initially fixed with the AGP of Rs. 8000 in the Pay Band of Rs. 15600-39100, and after completing 3 years of service directly recruited Deputy DPE and equivalents shall move to Pay Band Rs. 37400-67000 with AGP of Rs. 9000.

(d) Director of Physical Education (University):

- (i) Post of Director Physical Education in universities shall be in the Pay Band of Rs. 37400-67000 with AGP of Rs. 10000.
- (ii) Post of Director Physical Education (University) shall continue to be filled through direct recruitment and the existing conditions of eligibility i.e. the minimum qualification number of years of relevant experience and other conditions prescribed by the UGC shall continue to be the eligibility for recruitment.
- (iii) Pay of the incumbents shall be fixed at the appropriate stage in the Pay Band of Rs. 37400-67000 as per 'fixation formula' of the Government of India for 6th CPC.

7. Incentives for Ph. D./M.Phil and other higher qualification:

- (i) Five non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degree of Ph.D. awarded in the relevant discipline by a university following the process of registration, coursework and external evaluation as prescribed by the UGC.
- (ii) M.Phil degree holders at the time of recruitment to the post of Assistant Professor shall be entitled to two non-compounded advance increments.
- (iii) Those possessing Post Graduate degree in a professional course such as LL.M/M.Tech etc., recognised by the relevant Statutory Body/Council, shall also be entitled to 2 noncompounded advance increments at the entry level.
- (iv) Teachers who complete their Ph.D. degree while in service shall be entitled to three noncompounded increments if such Ph.D. is in the relevant discipline and has been awarded by a university complying with the process prescribed by the UGC for enrolment, course-work and evaluation etc.
- (v) However, teachers in service who have been awarded Ph.D. at the time of coming into force of this Scheme or having been enrolled for Ph.D. have already undergone course-work, if any, as well as evaluation, and only notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of three non compounded increments even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.
- (vi) In respect of every other case, a teacher who is already enrolled for Ph.D. shall avail the benefit of three non-compounded increments only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D, in respect of either course-work or evaluation or both, as the case may be.
- (vii) Teachers in service who have not yet enrolled for Ph.D. shall therefore derive the benefit of three non-compounded increments on award of Ph.D, while in service only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.
- (viii) Teachers who acquire M.Phil, degree or a post graduate degree in a professional course recognised by the relevant Statutory Body/Council, while in service, shall be entitled to one advance increment. If post graduate qualification in a particular subject is not a mandatory requirement at the entry level of recruitment, acquisition of such a qualification for in service candidates shall also entitle them to one advance increment.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (ix) Five non compounded advance increments shall be admissible to Assistant Librarian/ College Librarian who are recruited at entry level with Ph.D. degree in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in library science.
- (x) Assistant Librarian / College Librarian and other Library personnel acquiring the degree of Ph.D, at any time while in service, in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation shall be entitled to three non-compounded advance increments.
- (xi) However, persons in posts of Assistant Librarian/College Librarian or higher positions who have been awarded Ph.D. in library science at the time of coming into force of this Scheme or having been enrolled for Ph.D. in library science have already undergone course-work , if any, as well as evaluation , and only notification in regard to the award of Ph.D . is awaited, shall also be entitled to the award of three noncompounded increments even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.
- (xii) in respect of every other case of persons in the posts of Assistant Librarian/ College Librarian or higher positions who are already enrolled for Ph.D. shall avail the benefit of three non-compounded increments only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph .D, in respect of either course -work or evaluation or both, as the case may be.
- (xiii) Assistant Librarian/ College Librarian and others in higher Library positions in service who have not yet enrolled for Ph.D. shall therefore derive the benefit of three non-compounded increments on award of Ph.D, while in service only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.
- (xiv) Two non-compounded advance increments shall be admissible for Assistant Librarian/ College Librarian with M.Phil degree in Library Science at the entry level. Assistant Librarian/ College Librarian and those in higher positions acquiring MPhil degree in Library Science at any time during the course of their service, shall be entitled to one advance increment.
- (xv) Five non-compounded advance increments shall be admissible to Assistant Director of Physical Education/ College Director of Physical Education who are recruited at entry level with Ph.D. degree in the discipline of Physical Education from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in Physical Education.
- (xvi) Persons in posts of Assistant Director of Physical Education/ College DPE or higher positions acquiring the degree of Ph.D in the discipline of Physical Education, at any time while in service from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation shall be entitled to three noncompounded advance increments.
- (xvii) However, persons in posts of Assistant Director of Physical Education/ College DPE or higher positions who have been awarded Ph.D. in Physical Education at the time of coming into force of this Scheme or having been enrolled for Ph.D. in Physical Education have already undergone course-work, if any, as well as evaluation, and only

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of three non-compounded increments even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.

- (xviii) In respect of every other case of persons in the posts of Assistant Director of Physical Education/ College DPE or higher positions who are already enrolled for Ph.D. in Physical Education shall avail the benefit of three non-compounded increments only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D, in respect of either course-work or evaluation or both, as the case may be.
- (xix) Assistant Director of Physical Education/ College DPE and others in higher Physical Education positions in service who have not yet enrolled for Ph.D. shall therefore derive the benefit of three non-compounded increments on award of Ph.D, while in service only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.
- (xx) Two non-compounded advance increments shall be admissible for Assistant Director of Physical Education/ College DPE with M.Phil degree in Physical Education at the entry level. Assistant Director of Physical Education/ College DPE and those in higher positions acquiring MPhil degree in Physical Education at any time during the course of their service, shall be entitled to one advance increment.
- (xxi) Notwithstanding anything in the foregoing clauses, those who have already availed the benefits of advance increments for possessing Ph.D./ M.Phil. at the entry level under the earlier scheme shall not be entitled to the benefit of advance increments under this Scheme.
- (xxii) For posts at the entry level where no such advance increments were admissible for possessing Ph.D/ M.Phil. under the earlier scheme, the benefit of five advance increments for possessing Ph.D./ M.Phil. shall be available to only those appointments which have been made on or after the coming into force of this Scheme.
- (xxiii) Teachers, Library and Physical Education cadres who have already availed the benefits of increments as per existing policy for acquiring Ph.D./M.Phil while in service, would not be entitled to benefits under this Scheme.

8. Other terms and conditions:

(a) Increments:

- (i) Each annual increment shall be equivalent to 3% of the sum total of pay in the relevant Pay Band and the AGP as applicable for the stage in the Pay Band.
- (ii) **Each advance increment shall also be at the rate of 3% of the sum total of pay in the relevant Pay Band and the AGP as applicable and shall be non-compoundable.**
- (iii) The number of additional increment(s) on placement at each higher stage of AGP shall be as per the existing scheme of increment on promotion from lower Pay Scale to higher Pay Scale; however, in view of the considerable raise in effective pay between the two Pay Bands, there shall be no additional increment on movement from the Pay Band of Rs. 15600-39100 to the Pay Band of Rs. 37400-67000.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (iv) All issues relating to grant of advance increments to teachers engaged in engineering/technical courses in the university system shall be subject to recommendations of the Committee separately constituted by the Central Government for pay review of teachers in technical education.
- (b) Pay 'fixation formula':**

The pay 'fixation formula' recommended by 6th Central Pay Commission as accepted by the Central Government shall be adopted for teachers and equivalent positions in the Library and Physical Education Cadres.
- (c) Allowances:**
 - (i) Allowances such as Leave Travel Concession, Special Compensatory Allowances, Children's Education Allowance, Transport Allowance, House Rent Allowance, Deputation Allowance, Travelling Allowance, Dearness Allowance, area based Special Compensatory Allowance etc. as applicable to teachers and Library and Physical Education Cadres, shall be at par with those accepted by the Central Government for Central Government employees on the recommendations of 6th Central Pay Commission and shall be applicable from 1.09.2008.
 - (ii) For teachers and equivalent positions in Library and Physical Education cadres in UGC maintained universities/colleges and institutions deemed to be universities, the rates of allowances as applicable to Central Government Group 'A' employees shall be adopted.
 - (iii) Teachers and equivalent positions in Library and Physical Education cadres, in UGC maintained universities/colleges and institutions deemed to be universities, with visual, orthopedic hearing or other disabilities under the provisions of 'Persons with Disabilities (Protection of Rights, Equal Opportunities and Full Participation) Act, 1995' shall be entitled to twice the normal rate of transport allowance as accepted by the Central Government on the recommendations of 6th CPC for Central Government Employees with disabilities.
- (d) Study Leave:**
 - (i) University Grants Commission shall revise its guidelines in respect of granting study leave with pay for acquiring M. Phil etc. and Ph.D. in the relevant discipline while in service by relaxing the number of years to be put in after entry while keeping in mind the availability of vacant positions for teachers and other cadres in colleges and universities, so that a teacher and other cadres entering service without Ph.D. or M.Phil. or higher qualification could be encouraged to acquire these qualifications in the relevant disciplines at the earliest rather than at a later stage of the career.
- (e) Research Promotion Grant:**
 - (i) University Grants Commission shall prescribe a scheme with appropriate guidelines for providing by way of appropriate 'start up grants' to teachers and other cadres taking up research in all disciplines including basic science research as recommended by 'Prof. M.M. Sharma Committee on Strengthening of Basic Science Research' and suitably adopted for research in social sciences/humanities and other disciplines by the UGC.

(f) Age of Superannuation:

- (i) In order to meet the situation arising out of shortage of teachers in universities and other teaching institutions and the consequent vacant positions therein, the age of superannuation for teachers in Central Educational Institutions has already been enhanced to sixty five years, vide the Department of Higher Education letter No.F.No.119/2006-U.II dated 23.3.2007, for those involved in class room teaching in order to attract eligible persons to the teaching career and to retain teachers in service for a longer period. Consequent on upward revision of the age of superannuation of teachers, the Central Government has already authorized the Central Universities, vide Department of Higher Education D.O. letter No.F.1-24/2006-Desk(U) dated 30.3.2007 to enhance the age of superannuation of Vice- Chancellors of Central Universities from 65 years to 70 years, subject to amendments in the respective statutes, with the approval of the competent authority (Visitor in the case of Central Universities).
- (ii) Subject to availability of vacant positions and fitness, teachers shall also be reemployed on contract appointment beyond the age of sixty five years up to the age of seventy years. Reemployment beyond the age of superannuation shall, however, be done selectively, for a limited period of 3 years in the first instance and then for another further period of 2 years purely on the basis of merit, experience, area of specialization and peer group review and only against available vacant positions without affecting selection or promotion prospects of eligible teachers.
- (ii) Whereas the enhancement of the age of superannuation for teachers engaged in class room teaching is intended to attract eligible persons to a career in teaching and to meet the shortage of teachers by retaining teachers in service for a longer period, and whereas there is no shortage in the categories of Librarians and Directors of Physical Education, the increase in the age of superannuation from the present sixty two years shall not be available to the categories of Librarians and Directors of Physical Education.

(g) Pension:

- (i) For teachers and other cadres in UGC maintained institutions in receipt of pension, the Central Government rules for pension and gratuity as applicable to Central Government employees shall be applicable. Recommendations of Sixth Central Pay Commission in respect of pension for Central Government employees, including eligibility for full pension i.e. 50% of average pay or last pay drawn whichever is higher after 20 years of qualifying service, shall be adopted for only those teachers and other cadres who are already on pension in Central Universities/ colleges and other institutions deemed to be universities coming under the purview of the UGC
- (ii) In view of the new pension scheme effective from 1.1.2004, no new cases of conversion to pension scheme shall be allowed.

(h) Family Pension:

- (i) Family Pension facilities as approved by the Central Government in respect of Central Government Employees on the recommendations of Sixth CPC shall be available to teachers and other cadres in Central Universities and other UGC maintained institutions who are eligible for such Pension at present.

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(i) Additional Quantum of Pension to senior pensioners:

- (i) The facility of additional quantum of pension accepted by the Central Government on the recommendation of 6th CPC for senior pensioners of the Central Government shall be extended to persons who are or were in teaching and other cadres on attaining the age of eighty years if they are already in pension scheme in Central Universities and other UGC maintained institutions.

(j) Gratuity and Encashment of Leave : Facilities of gratuity and encashment of leave accepted by the Central Government on the recommendation of 6th CPC for Central Government employees shall be extended to teachers and other cadres in Central Universities and other UGC maintained institutions.

(k) Ex-Gratia Compensation : Families of teachers and other cadres who die in performance of their bona fide duties shall be compensated in the same manner as similarly placed families of Central Government Employees.

(l) Provident Fund:

- (i) In view of the present policy in regard to Contributory Provident Fund, the status quo shall continue.

(m) Consultancy Assignments:

- (i) University Grants Commission shall work out a suitable model, for which the models of revenue sharing between institutions and consultant-teachers prevailing in the Indian Institutes of Technology, Indian Institutes of Management and other institutions may be taken into consideration.

(n) Anomalies of the last PRC:

- (i) Anomalies and unimplemented recommendations of the last Pay Review Committee, if any, shall be examined by the University Grants Commission in Consultation with the Ministry of Human Resource Development.

(o) Other recommendations of PRC and UGC:

- (i) Recommendations made by the Pay Review Committee and the UGC in regard to the various selection processes, service and working conditions, training/ refresher courses etc. shall be considered appropriately by University Grants Commission with the approval of the Central Government, wherever required, or under the Commission's Regulations in accordance with the provisions of the University Grants Commission Act.

(p) Applicability of the Scheme:

- (i) This Scheme shall be applicable to teachers and other equivalent cadres of Library and Physical Education in all the Central Universities and Colleges there-under and the Institutions Deemed to be Universities whose maintenance expenditure is met by the UGC. The implementation of the revised scales shall be subject to the acceptance of all the conditions mentioned in this letter as well as Regulations to be framed by the UGC in this behalf. Universities implementing this Scheme shall be advised by the UGC to amend their relevant statutes and ordinances in line with the UGC Regulations within three months from the date of issue of this letter.
- (ii) This Scheme does not extend to the cadres of Registrar, Finance Officer and Controller of Examinations for which a separate Scheme is being issued separately.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (iii) This Scheme does not extend to the Accompanists, Coaches, Tutors and Demonstrators. Pay and Grade Pay of the said categories of employees shall be fixed in the appropriate Pay Bands relative to their existing Pay in each university/ institution corresponding to such fixation in respect of Central Government employees as approved by the Central Government on the basis of the recommendations of 6th Central Pay Commission.
- (iv) This Scheme does not extend to the posts of professionals like System Analysts, Senior Analysts, Research Officers etc. who shall be treated at par with similarly qualified personnel in research/ scientific organizations of the Central Government.
- (v) This Scheme may be extended to universities, Colleges and other higher educational institutions coming under the purview of State legislatures, provided State Governments wish to adopt and implement the Scheme subject to the following terms and conditions:
 - (a) Financial assistance from the Central Government to State Governments opting to revise pay scales of teachers and other equivalent cadre covered under the Scheme shall be limited to the extent of 80% (eighty percent) of the additional expenditure involved in the implementation of the revision.
 - (b) The State Government opting for revision of pay shall meet the remaining 20% (twenty percent) of the additional expenditure from its own sources.
 - (c) Financial assistance referred to in sub-clause (a) above shall be provided for the period from 1.01.2006 to 31.03.2010.
 - (d) The entire liability on account of revision of pay scales etc. of university and college teachers shall be taken over by the State Government opting for revision of pay scales with effect from 1.04.2010.
 - (e) Financial assistance from the Central Government shall be restricted to revision of pay scales in respect of only those posts which were in existence and had been filled up as on 1.01.2006.
 - (f) State Governments, taking into consideration other local conditions, may also decide in their discretion, to introduce scales of pay higher than those mentioned in this Scheme, and may give effect to the revised bands/ scales of pay from a date on or after 1.01.2006; however, in such cases, the details of modifications proposed shall be furnished to the Central Government and Central assistance shall be restricted to the Pay Bands as approved by the Central Government and not to any higher scale of pay fixed by the State Government(s).
 - (g) Payment of Central assistance for implementing this Scheme is also subject to the condition that the entire Scheme of revision of pay scales , together with all the conditions to be laid down by the UGC by way of Regulations and other guidelines shall be implemented by State Governments and Universities and Colleges coming under their jurisdiction as a composite scheme without any modification except in regard to the date of implementation and scales of pay mentioned herein above.

9. Date of implementation of revised pay and allowance and payment of arrears:

- (i) The revised Pay and revised rates of Dearness Allowance under this Scheme shall be effective from 1.01.2006. The revised rates of all other applicable allowances such as House Rent Allowance, Transport Allowance, Children Education Allowance etc. and the noncompounded advance increments shall take effect from 1.09.2008.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (ii) Payment of arrears up to 40% of the total arrears shall be made during the current financial year i.e. 2008-09, after deduction of admissible income tax.
 - (iii) An undertaking shall be taken from every beneficiary under this Scheme to the effect that any excess payment made on account of incorrect fixation of pay in the revised Pay Bands or grant of inappropriate Pay Band/ Academic Grade Pay or any other excess payment made shall be adjusted against the future payments due or otherwise to the beneficiary in the same manner as provided in this Ministry's O.M. No. F.23-7/2008IFD dated 23.10.2008., read with Ministry of Finance (Department of Expenditure) O.M.No.F.1-1/2008-IC dated 30.8.2008.
10. The revised Pay in the relevant Pay Band and the Academic Grade Pay together with the applicable allowances including arrears of salary as mentioned above shall be paid to all eligible beneficiaries under this Scheme pending issue of Regulations by the UGC.
 11. This Scheme is subject to the guidelines issued by the Ministry of Finance (Department of Expenditure) vide OM No. 7-23/2008-E.III dated 30.09.2008.
 12. Anomalies, if any, in the implementation of this Scheme may be brought to the notice of the Department of Higher Education, Ministry of Human Resource Development, for clarification/decision of the Central Government.

Yours faithfully,

(R.Chakravarty)

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Deputy Secretary to the Government of India

Copy to:

1. Vice Chancellors of all Central Universities/ Institutions Deemed to be Universities fully funded by the Central Government.
2. Principal Secretary to Prime Minister, South Block, Central Secretariat, New Delhi
3. Secretary (Coordination), Cabinet Secretariat, Rashtrapati Bhavan, New Delhi
4. Secretary, Department of Expenditure, North Block, New Delhi
5. Secretary, Department of Personnel & Training, North Block, New Delhi
6. Secretary, Department of Agriculture Research and Education, Krishi Bhavan, New Delhi.
7. Secretary , Ministry of Health and Family Welfare (Medical Education), Nirman Bhavan, New Delhi.
8. Member Secretary , All India Council for Technical Education , New Delhi
9. Chief Secretaries of all State Governments.
10. Web Master , Ministry of Human Resource Development for publication on the website of the Ministry , hosted by the National Informatics Centre.

(R.Chakravarty) Deputy Secretary to the Government of India

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

APPENDIX II

No.F.3-1/2009-U.I
Government of India
Ministry of Human Resource Development
(Department of Higher Education)

New Delhi, the 4th June, 2009

To

The Secretary,

University Grants Commission, Bahadur Shah Zafar Marg, New Delhi 110002.

(Kind Attn: Dr. R.K. Chauhan, Secretary)

Subject: Scheme of revision of pay of teachers and equivalent cadres in universities and colleges and as also for the posts of Registrar, Deputy Registrar, etc.

Sir,

I am directed to invite your attention to this Ministry's letter No.132/2006-U.II/U.I (i) and No.1-32/2006-U.II/U.I (ii), dated the 31st December, 2008 as also your D.O. letter No. F.1-2/2009 (EC) dated the 27th January, 2009, on the above subject and to forward herewith authenticated Fitment Tables (Table No. 1 to 9) for fixation of pay of the existing incumbents, who were in position as on 1.1.2006, in various categories of posts as indicated the Tables, for appropriate action at your end.

Your faithfully,

(R. Chakravary) Duputy Secretary to the Government of India TABLE -1

- (i) Incumbent Assistant Professor
- (ii) Incumbent Assistant Librarian / College Librarian
- (iii) Incumbent Asst. Director of Phy. Edu./ College Director of Physical Education

Pre-revised scale Rs. 8000-275-13500 (Group A entry)		Revised Pay Band + AGP Rs. 15600-39100+AGP 6000	
Pre-revised Basic Pay	Revised Pay		
	Pay in the Pay Band	Academic Grade Pay	Revised Basic Pay
8000	15600	6000	21600
8275	15600	6000	21600
8550	15910	6000	21910
8825	16420	6000	22420
9100	16930	6000	22930
9375	17440	6000	23440
9650	17950	6000	23950
9925	18470	6000	24470
10200	18980	6000	24980
10475	19490	6000	25490
10750	20000	6000	26000

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

11025	20510	6000	26510
11300	21020	6000	27020
11575	21530	6000	27530
11850	22050	6000	28050
12125	22560	6000	28560
12400	23070	6000	29070
12675	23580	6000	29580
12950	24090	6000	30090
13225	24600	6000	30600
13500	25110	6000	31110
13775	25630	6000	31630
14050	26140	6000	32140
14325	26650	6000	32650

TABLE -2

- (i) Incumbent Assistant Professor [Formerly Lecturer (Sr. Scale)]
- (ii) Incumbent Assistant Librarian (Sr. Scale)/ College Librarian (Sr. Scale)
- (iii) Incumbent Asst. Director of Physical Edu. (Sr. Scale)/ College DPE (Sr. Scale)

Pre-revised scale Rs. 10000-325-15200		Revised Pay Band + AGP Rs. 15600-39100+AGP 7000	
Pre-revised Basic Pay		Revised Pay	
	Pay in the Pay Band	Academic Grade Pay	Revised Basic pay
10000	18600	7000	25600
10325	19210	7000	26210
10650	19810	7000	26810
10975	20420	7000	27420
11300	21020	7000	28020
11625	21630	7000	28630
11950	22230	7000	29230
12275	22840	7000	29840
12600	23440	7000	30440
12925	24050	7000	31050
13250	24650	7000	31650
13575	25250	7000	32250
13900	25860	7000	32860
14225	26460	7000	33460
14550	27070	7000	34070
14875	27670	7000	34670
15200	28280	7000	35280
15525	28880	7000	35880
15850	29490	7000	36490
16175	30090	7000	37090

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

TABLE -3

- (i) Incumbent Readers and Lecturers (SG) with less than 3 years of Service
- (ii) Incumbent Dy. Librarian / Asst. Librarian (SG) College Librarian (SG) with less than 3 years of Service
- (iii) Incumbent Dy. DPE / Asst. DPE (SG)/ College DPE (SG) with less than 3 years of Service

Pre-revised scale Rs. 12000-420-18300		Revised Pay Band + AGP Rs. 15600- 39100+AGP 8000	
Pre-revised Basic Pay	Revised Pay		
	Pay in the Pay Band	Academic Grade Pay	Revised Basic pay
12000	22320	8000	30320
12420	23110	8000	31110
12840	23890	8000	31890
13260	24670	8000	32670
13680	25450	8000	33450
14100	26230	8000	34230
14520	27010	8000	35010
14940	27790	8000	35790
15360	28570	8000	36570
15780	29360	8000	37360
16200	30140	8000	38140
16620	30920	8000	38920
17040	31700	8000	39700
17460	32480	8000	40480
17880	33260	8000	41260
18300	34040	8000	42040
18720	34820	8000	42820
19140	35610	8000	43610
19560	36390	8000	44390

TABLE - 4

- (i) Incumbent Readers and Lecturers (SG) with 3 years of Service
- (ii) Incumbent Dy. Librarian / Asst. Librarian (SG) College Librarian (SG) with 3 years of Service
- (iii) Incumbent Dy. DPE / Asst. DPE (SG) / College DPE (SG) with 3 years of Service

Pre-revised scale Rs. 12000-420-18300		Revised Pay Band + AGP Rs. 37400-67000+AGP 9000	
Pre-revised Basic Pay		Revised Pay	
	Pay in the Pay Band	Academic Grade Pay	Revised Basic pay
13260	37400	9000	46400
13680	37400	9000	46400
14100	37400	9000	46400
14520	37400	9000	46400
14940	38530	9000	47530

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

15360	38530	9000	47530
15780	39690	9000	48690
16200	39690	9000	48690
16620	40890	9000	49890
17040	40890	9000	49890
17460	42120	9000	51120
17880	42120	9000	51120
18300	43390	9000	52390
18720	43390	9000	52390
19140	44700	9000	53700
19560	44700	9000	53700

TABLE -5

- (i) Incumbent Professor in Colleges and Universities
- (ii) Incumbent Principals of PG Colleges
- (iii) Incumbent Librarian (University)
- (iv) Incumbent Director of Physical Edu. (University)

Pre-revised scale Rs. 16400-450-20900-500-22400 (S27 and S29)		Revised Pay Band + AGP Rs. 37400-67000+AGP 10000	
Pre-revised Basic Pay	Revised Pay		
	Pay in the Pay Band	Academic Grade Pay	Revised Basic pay
16400	40890	10000	50890
16850	40890	10000	50890
17300	42120	10000	52120
17750	42120	10000	52120
18200	43390	10000	53390
18650	43390	10000	53390
19100	44700	10000	54700
19550	44700	10000	54700
20000	46050	10000	56050
20450	46050	10000	56050
20900	47440	10000	57440
21400	47440	10000	57440
21900	48870	10000	58870
22400	48870	10000	58870
22900	50340	10000	60340
23400	50340	10000	60340
23900	51860	10000	61860

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

TABLE -6

Incumbent Principals of UG Colleges

Pre-revised scale Rs. 12000-420-18300 (minimum to be fixed at Rs. 12840)		Revised Pay Band + AGP Rs. 37400-67000 + AGP 10000	
Pre-revised Basic Pay		Revised Pay	
	Pay in the Pay Band	Grade Pay	Revised Basic pay
12840	37400	10000	47400
13260	37400	10000	47400
13680	37400	10000	47400
14100	37400	10000	47400
14520	37400	10000	47400
14940	38530	10000	48530
15360	38530	10000	48530
15780	39690	10000	49690
16200	39690	10000	49690
16620	40890	10000	50890
17040	40890	10000	50890
17460	42120	10000	52120
17880	42120	10000	52120
18300	43390	10000	53390
18720	43390	10000	53390
19140	44700	10000	54700
19560	44700	10000	54700

TABLE - 7

Incumbent Registrars in Universities and Deemed to be Universities fully funded by the Central Government

Pre-revised scale Rs. 16400 - 450 -20900 -500 -22400 (S27 and S29)		Revised Pay Band + GP Rs. 37400-67000 + GP 10000	
Pre-revised Basic Pay	Revised Pay		
	Pay in the Pay Band	Grade Pay	Revised Basic pay
16400	40890	10000	50890
16850	40890	10000	50890
17300	42120	10000	52120
17750	42120	10000	52120
18200	43390	10000	53390
18650	43390	10000	53390
19100	44700	10000	54700
19550	44700	10000	54700
20000	46050	10000	56050

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

20450	46050	10000	56050
20900	47440	10000	57440
21400	47440	10000	57440
21900	48870	10000	58870
22400	48870	10000	58870
22900	50340	10000	60340
23400	50340	10000	60340
23900	51860	10000	61860

TABLE - 8

- (i) Incumbent Dy. Registrar / Dy. Finance Officer/ Dy. Controller of Examination with less than 5 years of Services Universities and Deemed to be Universities fully funded by the Central Government

Pre-revised scale Rs. 12000-420-18300		Revised Pay Band + GP Rs. 15600 - 39100 + GP 7600	
Pre-revised Basic Pay	Revised Pay		
	Pay in the Pay Band	Grade Pay	Revised Basic pay
12000	22320	7600	29920
12420	23110	7600	30710
12840	23890	7600	31490
13260	24670	7600	32270
13680	25450	7600	33050
14100	26230	7600	33830
14520	27010	7600	34610
14940	27790	7600	35390
15360	28570	7600	36170
15780	29360	7600	36960
16200	30140	7600	37740
16620	30920	7600	38520
17040	31700	7600	39300
17460	32480	7600	40080
17880	33260	7600	40860
18300	34040	7600	41640
18720	34820	7600	42420
19140	35610	7600	43210
19560	36390	7600	43990

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

TABLE - 9

- (i) Incumbent Dy. Registrar / Dy. Finance Officer/ Dy. Controller of Examination with 5 years of Service in Universities and Deemed to be Universities fully funded by the Central Government

Pre-revised scale Rs. 12000-420-18300		Revised Pay Band + GP Rs. 37400 - 67000 + GP 8700	
Pre-revised Basic Pay		Revised Pay	
	Pay in the Pay Band	Grade Pay	Revised Basic pay
14100	37400	8700	46100
14520	37400	8700	46100
14940	38530	8700	47230
15360	38530	8700	47230
15780	39690	8700	48390
16200	39690	8700	48390
16620	40890	8700	49590
17040	40890	8700	49590
17460	42120	8700	50820
17880	42120	8700	50820
18300	43390	8700	52090
18720	43390	8700	52090
19140	44700	8700	53400
19560	44700	8700	53400

APPENDIX – III TABLE – I

**PROPOSED SCORES FOR ACADEMIC PERFORMANCE INDICATORS (APIs) IN
RECRUITMENTS AND CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS
OF UNIVERSITY / COLLEGE TEACHERS.**

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; (b) domain knowledge; (c) participation in examination and evaluation; (d) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is 75. The selfassessment score should be based on objectively verifiable criteria wherever possible and will be finalized by the screening/selection committee.

Universities will be required to detail the activities and in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

S. No.	Nature of Activity	Maximum Score
1	Lectures, seminars, tutorials, practicals, contact hours undertaken taken as percentage of lectures allocated	50
2	Lectures or other teaching duties in excess of the UGC norms	10
3	Preparation and Imparting of knowledge / instruction as per curriculum; syllabus enrichment by providing additional resources to students	20
4	Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc.	20
5	Examination duties (Invigilation; question paper setting, evaluation/assessment of answer scripts) as per allotment.	25
	Total Score	125
	Minimum API Score Required	75

Note: a: Lectures and tutorials allocation to add up to the UGC norm for particular category of teacher. University may prescribe minimum cut-off (net of due leave), say 80 %, for 1 and 5 above, below which no scores may be assigned in these sub-categories.

CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

Brief Explanation: Based on the teacher's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. The minimum API required by teachers for eligibility for promotion is 15. A list of items and proposed scores is given below. It will be noticed that all teachers can earn scores from a number of items, whereas some activities will be carried out only by one or a few teachers. The list of activities is broad enough for the minimum API score required (15) in this category to accrue to all teachers. As before, the self-assessment score should be based on objectively verifiable criteria and will be finalized by the screening/selection committee.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

S. No.	Nature of Activity	Maximum Score
1	Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling)	20
2	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.	15
3	Professional Development activities (such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15
	Minimum API Score Required	15

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is different for different levels of promotion and between university and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

S No.	APIs	Engineering/Agriculture/ Veterinary Science/ Sciences/Medical Sciences	Faculties of Languages Arts/ Humanities/Social Sciences/ Library/ Physical education/ Management	Max. points for University and college teacher position
III A	Research Papers published in:	Refereed Journals *	Refereed Journals*	15 / publication
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	10 / Publication
		Conference proceedings as full papers, etc. (Abstracts not to be included)	Conference proceedings as full papers, etc. (Abstracts not to be included)	10/ publication
III (B)	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers with an established peer review system	Text or Reference Books Published by International Publishers with an established peer review system	50 /sole author; 10 /chapter in an edited book
		Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	Subject Books by / national level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	25 /sole author, and 5/ chapter in edited books
		Subject Books by Other local publishers with ISBN/ISSN numbers.	Subject Books by Other local publishers with ISBN/ISSN numbers.	15 / sole author, and 3 / chapter in edited books
		Chapters contributed to edited knowledge based volumes published by International Publishers	Chapters contributed to edited knowledge based volumes published by International Publishers	10 /Chapter
		Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	Chapters in knowledge based volumes in Indian/National level publishers with ISBN /ISSN numbers and with numbers of national and international directories	5 / Chapter
III (C)	RESEARCH PROJECTS			
III (C) (i)	Sponsored Projects carried out/ ongoing	(a) Major Projects amount mobilized with grants above 30.0 lakhs	Major Projects amount mobilized with grants above 5.0 lakhs	20 /each Project
		(b) Major Projects amount mobilized with grants above 5.0 lakhs up to 30.00 lakhs	Major Projects Amount mobilized with minimum of Rs. 3.00 lakhs up to Rs. 5.00 lakhs	15 /each Project

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

		(c) Minor Projects (Amount mobilized with grants above Rs. 50,000 up to Rs. 5 lakh)	Minor Projects (Amount mobilized with grants above Rs. 25,000 up to Rs. 3 lakh)	10/each Project
III (C) (ii)	Consultancy Projects	Amount mobilized with	Amount mobilized with	10 per every
	carried out / ongoing	minimum of Rs.10.00 lakh	minimum of Rs. 2.0 lakhs	Rs.10.0 lakhs and Rs.2.0 lakhs, respectively
III (C) (iii)	Completed projects: Quality Evaluation	Completed project Report (Acceptance from funding agency)	Completed project report (Accepted by funding agency)	20 /each major project and 10 / each minor project
III (C) (iv)	Projects Outcome / Outputs	Patent/Technology transfer/Product/Process	Major Policy document of Govt. Bodies at Central and State level	30 / each national level output or patent /50 /each for International level,
III (D)	RESEARCH GUIDANCE			
III (D) (i)	M.Phil.	Degree awarded only	Degree awarded only	3 /each candidate
III (D) (ii)	Ph.D	Degree awarded	Degree awarded	10 /each candidate
		Thesis submitted	Thesis submitted	7 /each candidate
III(E)	TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS			
III(E) (i)	Refresher courses, Methodology workshops, Training, Teaching-LearningEvaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points)	(a) Not less than two weeks duration	(a) Not less than two weeks duration	20/each
		(b) One week duration	(b) One week duration	10/each
III(E) (ii)	Papers in Conferences/ Seminars/ workshops etc.**	Participation and Presentation of research papers (oral/poster) in	Participation and Presentation of research papers (oral/poster) in	
		a) International conference	a) International conference	10 each
		b) National	b) National	7.5 / each
		c) Regional/State level	c) Regional/State level	5 /each
		d) Local –University/ College level	d) Local –University/College level	3 / each
III(E) (iv)	Invited lectures or presentations for conferences/ symposia	(a) International	(a) International	10 /each
		(b) National level	(b) National level	5

*Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals — by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points. ** If a paper presented in Conference/ Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e)(ii)).

Notes.

1. It is incumbent on the Coordination Committee proposed in these Regulations and the University to prepare and publicize within six months subject-wise lists of journals, periodicals and publishers under categories IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.
2. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

APPENDIX – III TABLE – II (A)

MINIMUM APIS AS PROVIDED IN APPENDIX – III TABLE I TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN UNIVERSITY DEPARTMENTS, AND WEIGHTAGES FOR EXPERT ASSESSMENT

		Assistant Professor/ equivalent cadres: (Stage 1 to Stage 2)	Assistant Professor/ equivalent cadres: (Stage 2 to Stage 3)	Assistant Professor (Stage 3) to Associate Professor/ equivalent cadres (Stage 4)	Associate Professor (Stage 4) to Professor/ equivalent cadres (Stage 5)	Professor (Stage 5) to Professor (Stage 6)
I	Teaching-learning, Evaluation Related Activities (category I)	75/Year	75/year	75/year	75/year	75/year
II	Co-curricular, Extension and Profession related activities (Category II)	15/Year	15/Year	15/Year	15/Year	15/Year
III	Minimum total average annual Score under Categories I and II*	100/Year	100/Year	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III)–	10/Year (40/assessment period)	20/Year (100/assessment Period)	30/Year (90/assessment period)	40/Year (120/assessment period)	50/Year (500/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee	Expert Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Contribution to Research 50% - Assessment of domain knowledge and teaching practices. 20 % - Interview performance	50% - Contribution to Research. 30 % - Assessment of domain knowledge and teaching practices. 20 % - Interview performance	50% - research. 50 % - Performance evaluation and other credential by referral procedure

*** Teachers may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.**

Note: For universities for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively

APPENDIX – III TABLE – II (B)

MINIMUM POINT NORMS OF THE APIS AS PROVIDED IN TABLE I AND WEIGHTAGES FOR EXPERT ASSESSMENT TO BE APPLIED FOR THE PROMOTION OF TEACHERS, IN COLLEGES (UG AND PG) UNDER CAREER ADVANCEMENT SCHEME (CAS)

		Assistant Professor/ equivalent cadres Stage 1 to Stage 2:	Assistant Professor/ equivalent cadres: Stage 2 to Stage 3	Assistant Professor (Stage 3) to Associate Professor/ equivalent cadre (Stage 4)	Associate Professor to Professor Promotion in Colleges (Stage 5) as per assigned posts
I	Teaching-learning, Evaluation Related Activities (Category – I)	75/Year	75/Year	75/year	75/year
II	Co-curricular, Extension and Profession related activities (Category – II)	15/Year	15/Year	15/Year	15/Year
III	Minimum total average annual Score under Categories I and II*	100/Year	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III)	5/Year (20/assessment period)	10/Year (50/assessment period)	15/Year (45/assessment period)	20/Year (60/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	20% - Contribution to Research 60% - Assessment of domain knowledge and teaching practices. 20 % - Interview performance	30% - Contribution to Research. 50% - Assessment of domain knowledge and teaching practices. 20 % - Interview performance

*** Teachers may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II. Note: For universities for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4 and 5 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000 and 10000 respectively**

Explanatory note for Tables II (a) and II (b)

1. All universities / colleges will set up verifiable systems for the API related information required in these tables within THREE months of notification of these regulations. They will have to be documented and collated annually by the Internal Quality Assessment cells (IQACs) of the universities / colleges for follow up by the universities / college authorities. In order to facilitate this process, all teachers shall submit the duly filled-in Performance Based Appraisal System (PBAS) proforma to the IQAC annually.
2. However, in order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these regulations from 31-12-2008 in the CAS Promotion, the API based PBAS will be progressively and prospectively rolled out.
3. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in these tables is to be implemented for one year, initially based on the existing systems in universities / colleges for one year only with the minimum average scores as depicted in Table II (a) and II (b) in rows I to III. This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is considered for CAS promotion in 2010, one year API scores for 2009-10 alone will be required for assessment. In case of a teacher being considered for CAS promotion in 2011, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period.
4. As shown in Table II, the aggregate minimum API score required (given in row III) can be earned from any of the two broad categories, subject to the minimum prescribed in each category. This will provide for due weightage to teachers who contribute additionally through any of the components given in Categories I and II also for the differing nature of contributions possible in different institutional settings
5. For Category III (research and academic contributions), maintenance of past record is done on a normal basis by teachers and hence no difficulty is envisaged in applying the API scores for this category for the entire assessment period. In this category, an aggregate minimum score is required for promotion over each stage. Alternatively, a teacher should acquire the required minimum aggregate score over two previous stages, taken together. In the case of promotion to Professor, the publication requirement shall be met over the two previous stages.
6. Candidates should offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in Tables I and II, by submitting an application and the required proforma. They can do so three months before the due date if they consider themselves eligible. Candidates who do not consider themselves eligible, can also apply at a later date.
7. If however, on final assessment, candidates do not either fulfill the minimum criteria under Rows III and IV of Tables II(A) and II (B) or obtain less than 50% in the expert assessment, they will be reassessed only after a minimum period of one year.
8. (a) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be deemed to be the minimum period of eligibility.
(b) If however, the candidate finds that she / he fulfills the eligibility conditions at a late date and applies on that date and is successful, her / his promotion will be deemed to be from that date of application (c) If the candidate does not succeed in the first assessment, but succeeds in an eventual assessment, her / his promotion will be deemed to be from the later date.

APPENDIX – III TABLE – II(c)

Minimum Scores for APIs for direct recruitment of teachers in university departments/ Colleges, Librarian/Physical Education cadres in Universities/Colleges, and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

	Assistant Professor/ equivalent cadres (Stage 1)	Associate Professor/ equivalent cadres (Stage 4)	Professor/equivalent cadres (Stage 5)
Minimum API Scores	Minimum Qualification as stipulated in these regulations	Consolidated API score requirement of 300 points from category III of APIs	Consolidated API score requirement of 400 points from category III of APIs
Selection Committee criteria/ weightages (Total Weightages = 100)	Academic Record and Research Performance (50%) Assessment of Domain Knowledge and Teaching Skills (30%) Interview performance (20%)	a) Academic Background (20%) b) Research performance based on API score and quality of publications (40%). Assessment of Domain Knowledge and Teaching Skills (20%) Interview performance: (20%)	Academic Background (20%) Research performance based on API score and quality of publications (40%). Assessment of Domain Knowledge and Teaching Skills (20%) Interview performance: (20%)

Note: For universities/colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 4 and 5 correspond to scales with AGP of Rs. 6000, 9000 and 10000 respectively

APPENDIX-III - TABLE: III

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN UNIVERSITIES AND COLLEGES

S. No.	Promotion of Teachers through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant Professor/ equivalent cadres from Stage 1 to Stage 2	Assistant Professor in Stage 1 and completed four years of service with Ph.D. <u>or</u> five years of service who are with M.Phil/ PG Degree in Professional Courses such as LLM, M.Tech, M.V.Sc., M.D., <u>or</u> six years of service who are without Ph.D/M. Phil/PG Degree in Professional Courses	Minimum API scores using PBAS scoring proforma developed by the concerned university as per the norms provided in Table II(A)/II(B) of Appendix III. One Orientation and one Refresher/Research Methodology Course of 2/3 weeks duration. Screening cum Verification process for recommending promotion.
2.	Assistant Professor/ equivalent cadres from Stage 2 to Stage 3	Assistant Professor with completed service of five years in Stage 2.	Minimum API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table II(A)/II(B) of Appendix III One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 week duration. Screening cum Verification process for recommending promotion.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

3.	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Assistant Professors with three years of completed service in Stage 3.	<p>Minimum API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table II(A)/II(B) of Appendix III.</p> <p>At least three publications in the entire period as Assistant Professor (twelve years). However, in the case of College teachers, an exemption of one publication will be given to M. Phil. holders and an exemption of two publications will be given to Ph. D. holders..</p> <p>One course / programme from among the categories of methodology workshops, Training, Teaching-Learning Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of minimum one week duration.</p> <p>A selection committee process as stipulated in this regulation and in Tables II(A) and II(B) of Appendix III.</p>
4.	Associate Professor (Stage 4) Professor/ equivalent cadres (Stage 5)	Associate Professor with three years of completed service in Stage 4.	<p>Minimum yearly /cumulative API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table II(A)/II(B) of Appendix III.</p> <p>Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required.</p> <p>A minimum of five publications since the period that the teacher is placed in Stage 3.</p> <p>A selection committee process as stipulated in this regulation and in Tables II(A) and II(B) of Appendix III.</p>
5.	Professor (Stage 5) to Professor (Stage 6) .	Professor with ten years of completed service (universities only)	<p>(i)Minimum yearly /cumulative API scores for the assessment period as per the norms provided in Table II(A) of Appendix III</p> <p>Additional credentials are to be evidenced by: (a) postdoctoral research outputs of high standard; (b) awards / honours / recognitions / patents and IPR on products and processes developed / technology transfer achieved; and (c) Additional research degrees like D.Sc., D.Litt., LL.B., etc.,</p> <p>A review process by an Expert Committee as stipulated in this regulation and in Tables II(A) and II(b) of Appendix III.</p>

* For teachers seeking promotion under CAS to Associate Professor, for those who on the date of this notification are Assistant Professors in Stage 2, the requirement of publications may be adjusted pro rata. For all others who enter Stage 2, subsequent to this notification, the requirement of three publications, as defined in these regulations, will be applicable.

Note: For universities/colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively APPENDIX – III: TABLE – IV

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

ACADEMIC PERFORMANCE INDICATORS (APIs) AND PROPOSED SCORES DEVELOPED BY THE UGC FOR ADOPTION OF PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY / DIRECTOR/ DEPUTY DIRECTOR/ ASSISTANT DIRECTOR OF PHYSICAL EDUCATION/ COLLEGE DIRECTOR OF PHYSICAL EDUCATION

CATEGORY I: TEACHING, TRAINING, COACHING, SPORTS PERSON DEVELOPMENT AND SPORTS MANAGEMENT ACTIVITIES

S. No.	Nature of Activity	Maximum Score
CATEGORY -I		
1	Management of Physical Education and Sports Programme for students (Planning, executing and evaluating the policies in Physical Education and Sports) (20 Points) Lecture cum practice based athlete / sports classes, seminars undertaken as percentage of allotted hours (20 Points)	40
2	Extending services, sports facilities and training on holidays to the institutions and organisations	10
3	Organizing and conducting sports and games competitions at the International /National/ State/ Inter University/Inter Zonal Levels (25 Points) Organizing and conducting coaching camps / sports person development / training programmes (15 Points)	40
4	Up gradation of scientific and technological knowledge in Physical Education and Sports (5 Points) Identifying sports talents and Mentoring sports excellence among students (10 Points)	20
5	Development and maintenance of play fields, purchase and maintenance of the other sports facilities	15
	Total Score	125
	Minimum API Score Required	75

CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

S. No.	Nature of Activity	Maximum Score
1	Student related co-curricular, extension and field based activities (such Cultural exchange and Sports Programmes (Various level of extramurals and intramural programmes); extension work through NSS/NCC and other channels,	20
2	Contribution to Corporate life and management of the sports units and institution through participation in sports and administrative committees and responsibilities.	15

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

3	Professional Development activities (such as participation in seminars, conferences, short term, training courses, camps and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15
	Minimum API Score Required	15

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

S.No.	APIs	Faculties of Physical education	Max. points for University and college teacher position
		Refereed Journals*	15/ Publication
		Non-referred but recognized and reputable journals	
III(a)	Research Publication (Journals)	and periodicals, having ISBN/ISSN numbers.	10 / Publication
		Full papers in Conference proceedings, etc.* (Abstracts not to be included)	10 / publication
III(b)	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers **	50 /sole author 10 / chapter in an edited book
		Text or Reference Books Published by National/ Central/ State Government/ Societies **	25/sole author, 5/chapter in edited books
		Subject Books by Other local publishers with ISBN/ISSN numbers **	15/ sole author, 3/ chapter in edited books
		Chapters in knowledge based volumes in Indian/National level publishers with ISBN /ISSN numbers and with numbers of national and international directories **	5 / Chapter

*For Joint Research papers, the First/Principal author will share 60%, while the rest joint authors will share the 40% of API scores

** Scores (50/25/10/03 whatever the case may be) to be shared equally by all authors

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

III(C) RESEARCH PROJECT			
III (C) (i)	Sponsored Projects carried out/ ongoing	Major Projects/Events amount mobilized with grants above 5.0 lakhs	20 each Project
		Major Projects /Events Amount mobilized with minimum of Rs. 4.00 lakhs up to Rs. 5.00 lakhs	15 each major project
		Minor projects from central / state funding agencies with grants below 4.00 lakhs	10 each minor Project
III (C) (ii)	Consultancy Projects carried out / ongoing	Amount mobilized with minimum of Rs.1.0 lakh	10 per every Rs.5.0 lakhs 2 per every Rs.1.0 lakhs
III (C) (iii)	Completed projects : Quality Evaluation	Completed project report (Accepted by funding agency)	20 /each major project and 10 / each minor project
III (C) (iv)	Projects Outcome / Outputs	Policy document of Govt. Bodies at Central and State level	30 / each output or outcome for National patents etc/50 /each for International patents.
III (D) RESEARCH GUIDANCE			
III (D)(i)	M.Phil.	Degree awarded only	3 /each candidate
III (D) (ii)	Ph.D	Degree awarded	10 /each candidate
		Thesis submitted	7 /each candidate
III(E) TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS			
III(E)(i)	Research Methodology/ Training/ Coaching	Research methodology / Training/ Coaching programme (not less than three weeks)/workshops of not less than one week.	20
	Workshops		
III(E)(ii)	Papers in Conferences/ Seminars/ workshops etc	Participation and Presentation of research papers (oral/poster) in:	
		a) International conference	10 / each
		b) National	7.5 / each
		c) Regional/State level	5 /each
		d) Local – University/College level	3 / each
		(a) International	10 /each
III(E)(iv)	Invitations for conferences/seminars/ workshops/ symposia to deliver lectures/ chair sessions		
		(b) National	7.5 /each
		(c) State level/Regional	5 /each
		(d) University/College level Endowment lectures	5 /each

APPENDIX – III TABLE – V (a)

MINIMUM NORMS OF APIS AS PROVIDED IN APPENDIX – III TABLE: IV TO BE APPLIED FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF UNIVERSITY DIRECTOR / DEPUTY DIRECTOR / ASSISTANT DIRECTOR OF PHYSICAL EDUCATION, AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES.

		Assistant Director of Physical Education (Stage 1 to Stage 2 (Senior Scale))	Assistant Director of Physical Education (Senior Scale) (Stage 2) to Deputy Director of Physical Education / Assistant Director Physical Education (Selection Grade) (Stage 3)	Deputy Director Physical Education / Assistant Director Physical Education (Selection Grade), Stage 3 to Stage 4	Deputy Director Physical Education / Assistant Director Physical Education (Selection Grade), (Stage 4) to Director of Physical Education (Stage 5) (university only)
I	Teaching, training coaching, sports person development and sports management activities (Category – I)	75/Year	75/Year	75/year	75/year
II	Extension and Profession related activities (Category II)	15/Year	15/Year	15/Year	15/Year
III	Minimum total average API annual score under Categories I and II*	100/Year	100/Year	100/Year	100/Year
IV	Research and Academic Contributions (Category III) – Minimum Annual score required – to be assessed cumulatively	10/Year (40/ assessment period)	20/Year (100/ assessment Period)	30/Year (90/ assessment period)	40/Year (120/ assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Research evaluation 50% - Assessment of domain knowledge and skills in sports 20 % - Interview performance	50% - Research evaluation. 30 % - Assessment of domain knowledge contribution and organisation track record with vision plan. 20 % - Interview performance

***Candidates may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II**

Note: For universities for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4 and 5 correspond to scales as provided, and AGP of Rs. 6000, 7000, 8000, 9000 and 10000 respectively

APPENDIX – III TABLE – V (b)

MINIMUM APIS AS PROVIDED IN APPENDIX – III TABLE: IV TO BE APPLIED FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF COLLEGE DIRECTOR OF PHYSICAL EDUCATION (SENIOR SCALE) / COLLEGE DIRECTOR OF PHYSICAL EDUCATION (SELECTION GRADE), AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES.

S. No	Categories of Criteria	Minimum Average, yearly or cumulative, API score required during the assessment period of each level as evaluated under the Performance Based Appraisal System (PBAS) with weightages for Expert Assessment		
		College Director of Physical Education to College Director of Physical Education (Senior Scale) (Stage 1 to Stage 2)	College Director of Physical Education Senior Scale to Selection Grade (Stage 2 to Stage 3).	College Director of Physical Education (Selection Grade) (Stage 3 to Stage 4).
I	Teaching-learning, Evaluation Related Activities (Category – I)	75/Year	75/Year	75/year
II	Co-curricular, Extension and Profession related activities (Category – II)	15/Year	15/Year	15/Year
III	Minimum total average annual Score under Categories I and II*	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III) – Minimum Annual Score Required- to assessed cumulatively	5/Year (20/assessment period)	10/Year (50/assessment period)	15/Year (45/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Research evaluation 50% - Assessment of domain knowledge and skills in sports. 20 % - Interview performance

* Teachers may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: For colleges in which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3 and 4 correspond to scales as provided, and AGP of Rs. 6000, 7000, 8000 and 9000 respectively

APPENDIX – III TABLE – V(c)

MINIMUM APIS AND OTHER NORMS FOR THE DIRECT RECRUITMENT OF PHYSICAL EDUCATION PERSONNEL IN UNIVERSITY DEPARTMENTS/COLLEGES (TO BE CONSIDERED ALONG WITH OTHER SPECIFIED ELIGIBILITY QUALIFICATIONS STIPULATED IN THIS UGC REGULATION)

S. No. of category	Minimum Norm / Criteria	Assistant Director of Physical Education/College Director of Physical Education (Entry Stage – Stage 1)	Deputy Director of Physical Education in university (Stage 4)	Director of Physical Education in university (Stage 5)
I	API score (Research and Academic Contribution – Category III)	----	Consolidated API score requirement of 300 points	Consolidated API score requirement of 400 points
II	Selection Committee criteria/weightages (Total weightage = 100)	Track Record of championship won (30%) Sports and athletic skills (40%) Interview performance (30%)	Research papers (3 nos) evaluation: (40%) Organisational skills / Plans of sports: (30%) Interview performance: (30%)	Research papers (5 nos) evaluation: (50%) Organisational track vision plan: (25%) Interview performance: (25%)

Note: For universities/colleges in which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 4 and 5 correspond to scales as provided, and AGP of Rs. 6000, 9000 and 10000 respectively

APPENDIX-III. TABLE: VI

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF PHYSICAL EDUCATION CADRES IN UNIVERSITIES AND COLLEGES

S. No.	Promotion of Physical Education Cadres through CAS	Service (as prescribed by the MHRD Notification) requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant DPE/ College DPE to Assistant DPE (Senior Scale) / College DPE (Senior Scale) (Stage 1 to Stage 2)	Assistant DPE / College DPE completed four years of service in Stage 1 with Ph.D. or five years of service who are with M.Phil. or six years of service who are without Ph.D/M.Phil	Minimum API scores using PBAS scoring proforma developed by the concerned university as per the norms provided in Table V(a) of Appendix III for university DPEs cadres in Universities and in Table V(b) of Appendix III for cadres in Colleges. One Orientation and one Refresher Course of 3/4 weeks duration. No separate interview points for the Screening cum Evaluation process of recommending promotion.
2.	Assistant DPE (senior scale) / College DPE (senior scale) to Deputy DPE / Assistant DPE (selection grade) / College DPE(selection grade) (Stage 2 to Stage 3)	Assistant DPE (senior scale) College DPE (senior scale) with completed service of five years in Stage 2	Minimum API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table V(a) of Appendix III for university DPEs cadres in Universities and in Table V(b) of Appendix III for DPEs cadres in Colleges. Additionally, two refresher courses of 3-4 weeks duration to have been undergone during the assessment period. No separate interview points for the Screening cum Evaluation process of recommending promotion.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

3.	Deputy DPE / Assistant DPE (Selection Grade) / College DPE (Selection Grade) to Deputy DPE/ Assistant DPE (Selection Grade) / College DPE (Selection Grade) (Stage 3 to Stage 4).	Deputy DPE / Assistant DPE (Selection Grade) / College DPE (Selection Grade) with three years of completed service in Stage 3.	Minimum API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table V(a) of Appendix III for university DPEs cadres in Universities and in Table V(b) of Appendix III for cadres in Colleges. Minimum three publications over twelve years. For promotion in Colleges an exemption of one publication for M. Phil. holders and exemption of two publications for Ph. D. holders. Evidence of having produced teams / athletes. A selection committee process as stipulated in this regulation and in Table V(a) of Appendix III for the university DPE cadres in universities and in Table V(b) of Appendix III for cadres in colleges.
4.	University DPE (Stage 5) (For universities only)	Deputy DPE in universities with three years of completed service in Stage 4.	Minimum API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table V(a) of Appendix III for DPEs in university. These may be achieved over two assessment periods, if required. A minimum of five publications over two assessment periods (six years). Evidence of having produced teams / athletes. A selection committee process as stipulated in this regulation and in Table V(a) of Appendix III for DPEs in the university.

Note: The explanatory note provided for Tables IIA and IIB for CAS for teachers is also applicable for the Physical Director cadres as per the API score specified for this cadre.

Note: For universities/colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2,

3, 4 and 5 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000 and 10000 respectively

APPENDIX – III: TABLE –VII

ACADEMIC PERFORMANCE INDICATORS (APIs) AND PROPOSED SCORES DEVELOPED BY UGC FOR ADOPTION OF PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) FOR DIRECT APPOINTMENT/CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS APPLICABLE TO LIBRARIAN, (UNIVERSITY) DEPUTY LIBRARIAN AND ASSTT. LIBRARIAN /COLLEGE LIBRARIAN.

Category – I : Procurement, organisation, and delivery of knowledge and information through Library services

S.No	Nature of Activity	Maximum Score
1.	Library resources organisation and maintenance of books, journals, reports; Provision of library reader- services, literature retrieval services to researchers and analysis of reports; Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc.	40
2.	ICT and other new technologies' application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security (technology based methods such as RFID, CCTV), development of library management tools (software), Intranet management.	30

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

3.	Development, organisation and management of e-resources including their accessibility over Intranet/Internet, digitization of library resources, e-delivery of information, etc.	25
4	User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as e-resources, OPAC; knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest learning resources, etc.	20
5.	Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms	10
Total Score		125
Minimum API score required		75

Category- II – CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

S.No	Nature of Activity	Maximum Score
1	Student related co-curricular, extension and field based activities (such Cultural exchange and Library service Programmes (various level of extramural and intramural programmes); extension, library-literary work through different channels,	20
2	Contribution to Corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities.	15
3	Professional Development activities (such as participation in seminars, conferences, short term, elibrary training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15
Minimum API Score Required		15

Category – III – Research and academic contributions

SNo.	APIs	Activity	Maximum Point
III A	Research Papers published in:	Refereed Journals	15 / publication
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	10 / Publication
		Conference proceedings as full papers, etc. (Abstracts not to be included)	10 / publication
III (B)	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers with an established peer review system	50 /sole author; 10 / chapter in an edited book
		Subjects Books by National level publishers/ State and Central Govt. Publications with ISBN/ ISSN numbers.	25 /sole author, and 5/ chapter in edited books
		Subject Books by Other local publishers with ISBN/ISSN numbers.	15 / sole author, and 3 / chapter in edited books
		Chapters contributed to edited knowledge based volumes published by International Publishers	10 /Chapter
		Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ ISSN numbers and with numbers of national and international directories	5 / Chapter

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

III (C)			
III (C) (i)	Sponsored Projects carried out/ ongoing	(d) Major Projects amount mobilized with grants above 30.0 lakhs	20 /each Project
		(e) Major Projects amount mobilized with grants above 5.0 lakhs up to 30.00 lakhs	15 /each Project
		(f) Minor Projects (Amount mobilized with grants above Rs. 50,000 up to Rs. 5.0 lakh)	10/each Project
III (C) (ii)	Consultancy Projects carried out/ ongoing	Amount mobilized with minimum of Rs.10.00 lakhs	10 per every Rs.10.0 lakhs and Rs.2.0 lakhs, respectively
III (C) (iii)	Completed projects: Quality Evaluation	Completed project Report (Acceptance from funding agency)	20 /each major project and 10 / each minor project
III (C) (iv)	Projects Outcome / Outputs	Patent/Technology transfer/ Product/Process	30 / each national level output or patent /50 /each for International level,
III (D)			
III (D) (i)	M.Phil.	Degree awarded only	3 /each candidate
III (D) (ii)	Ph.D	Degree awarded	10 /each
			candidate
		Thesis submitted	7 /each candidate
III(E)			
III(E) (i)	Refresher courses, Methodology workshops, Training, Teaching-Learning Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points)	Not less than two weeks duration	20/each
		One week duration	10/each
III(E) (ii)	Papers in Conferences/ Seminars/ workshops etc. *	Participation and Presentation of research papers (oral/poster) in	
		International conference	Each
		b) National	6/ each
		c) Regional/State level	/each
		Local –University/College level	3 / each
III(E) (iv)	Invited lectures or presentations for conferences/ / symposia	International	10 /each
		National level	5

* If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e)(ii)).

Notes.

1. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

APPENDIX – III TABLE – VIII (a)

Minimum APIs as provided in Appendix III Table VII to be applied for the Promotion of Library staff of universities and Weightages for Expert Assessment UNDER CAREER ADVANCEMENT SCHEME (CAS)

		Assistant Librarian to Assistant Librarian (senior scale) (Stage 1 to Stage 2)	Deputy Librarian / Assistant Librarian (Selection Grade) (Stage 2 to Stage 3)	Deputy Librarian/ Assistant Librarian (selection Grade) (Stage 3 to Stage 4)	Librarian (university only) (Stage 4 to Stage 5)
I	Procurement, organisation and delivery of knowledge and information thro' library services (category I)	75/Year	75/Year	75/year	75/year
II	Extension and Profession related activities (Category II)	15/Year	15/Year	15/Year	15/Year
III	Minimum total average annual Score under Categories I and II*	100/Year	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III) – Minimum Annual Score Required – to be assessed cumulatively	10/Year (40/ assessment period)	20/Year (100/ assessment period)	30/Year (90/ assessment period)	40/Year (120/ assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50))	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Library related research papers evaluation 50% - Assessment of domain knowledge on Library automation and Organisational skills 20 % - Interview performance	50% Library publication work 30% Assessment of innovative Library service and organisation of digital library services 20% Interview performance

* Candidates may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: For universities/colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4 and 5 correspond to scales as given with AGP of Rs. 6000, 7000, 8000, 9000 and 10000 respectively

APPENDIX – III TABLE – VIII (b)

Minimum Weightage Points (WP) norms of the APIs as provided in Appendix III Table VII to be applied for the Promotion of Library staff of Colleges and Weightages for Expert Assessment UNDER CAREER

ADVANCEMENT SCHEME (CAS)

		College Librarian (Stage 1) College Librarian (senior scale) (Stage 2)	College Librarian (senior scale) (Stage 2) to College Librarian (Selection Grade) (Stage 3)	College Librarian (selection Grade) (Stage 3 to Stage 4)
I	Procurement, organisation and delivery of knowledge and information thro' library services (category I)	75/Year	75/Year	75/year
II	Extension and Profession related activities (Category II)	15/Year	15/Year	15/Year
III	Minimum total average annual Score under Categories I and II*	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III) – Minimum Annual Score Required – to be assessed cumulatively	5/Year (40/ assessment period)	10/Year (100/assessment period)	15/Year (90/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee
V	Percentage of Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Library related research papers evaluation 50% - Assessment of domain knowledge on Library automation and Organisational skills 20 % - Interview performance

* Candidates may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: For colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3 and 4 correspond to scales as provided with AGP of Rs. 6000, 7000, 8000 and 9000 respectively

APPENDIX – III: TABLE – VIII(c)

MINIMUM APIS AND OTHER NORMS FOR THE DIRECT RECRUITMENT OF LIBRARIAN POSITIONS IN UNIVERSITY DEPARTMENTS/COLLEGES

(TO BE CONSIDERED ALONG WITH OTHER SPECIFIED ELIGIBILITY QUALIFICATIONS STIPULATED IN THIS UGC

REGULATION)

S. No. of category	Minimum Norm / Criteria	Assistant University Librarian / College Librarian (Stage 1)	Deputy Librarian in universities (Stage 4)	Librarian (university only) (Stage 5)
I	API score (Research and Academic Contribution – Category III)	----	Consolidated API score requirement of 300 points	Consolidated API score requirement of 400 points
II	Selection Committee criteria/weightages (Total weightage = 100)	a). Teaching / compute and communication skills by a Lecture demonstration (30%) b). Record of Library management skills (20%) c). Interview performance (50%)	a). Library related Research / Theme papers (3 Nos) Evaluation : (50%) b). Library automation skills and Organisational Plans (20%) c). Interview performance (30%)	Library Research papers (Five) evaluation (60%) organisational track record of innovation library service and vision plan (20%) Interview performance (20 %)

Note: For universities for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 4, 5 and 5 correspond to scales as given and AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively.

APPENDIX – III: TABLE - IX

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF LIBRARIAN CADRES IN UNIVERSITIES AND COLLEGES

S. No	Promotion of Librarian cadres through CAS	Service (as prescribed by the MHRD Notification) requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1.	Assistant Librarian / Librarian to Assistant Librarian Scale) / Librarian Scale) (Stage 1 to Stage 2)	University College (Senior Librarian / College Librarian (Stage 1) completed four years of service with Ph. D. or five years of service who are with M. Phil or six years of service who are without Ph. D./M.Phil.	(i) Minimum API scores using PBAS scoring proforma developed by the university as per the norms provided in Table VIII (a) of Appendix III for Librarian cadres in universities and Table VIII(b) of Appendix III for college Librarian cadres. (ii) One Orientation and one Refresher Course of 3/4 weeks duration No separate interview points for the Screening cum Verification process of recommending promotion.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

2.	Assistant university Librarian (Senior Scale) / college Librarian (senior scale) to Assistant university Librarian (Selection Grade)/ College Librarian/ (selection grade) (Stage 2 to Stage 3)	Assistant university Librarian (Senior Scale) / college Librarian (senior scale) with completed service of five years in Stage 2	(i) Minimum API scores using the PBAS scoring proforma developed by University as per the norms provided in Table VIII (a) of Appendix III for Librarian Cadres in universities and Table VIII (b) of Appendix III for college librarian cadres. Additionally, two refresher courses, for a minimum period of 3 to 4 week duration to have been undergone during the assessment period. No separate interview points for the Screening cum Verification process of recommending promotion.
3.	Deputy university Librarian / Assistant university Librarian (Selection Grade)/ College Librarian (Selection Grade) (Stage 3 to Stage 4)	Assistant university Librarian (Selection Grade) / College Librarian (Selection Grade) with three years of completed service in Stage 3.	(i) Minimum API scores using the PBAS scoring proforma developed by university as per the norms provided in Table VIII (a) of Appendix III for Librarian cadres in universities and in Table VIII (b) of Appendix III for Librarian Cadres in Colleges. Three publications over twelve years. In Colleges, an exemption of one publication will be given to M. Phil holders and two publications to Ph. D. Holders. (iii) Additionally one course/training under the categories of Library automation / Analytical tool Development for academic documentation. (iv) A selection committee process as stipulated in the Regulation and in Table VIII (a) of Appendix III for university in Table VIII (b) of Appendix III for librarian cadres in colleges.
4.	Librarian (university) (Stage 5) -	Deputy Librarian in university with three years of completed service in Stage 4.	(i) Minimum API scores using the PBAS scoring proforma developed by the university as per the norms provided in Table VIII (a) of Appendix III for Librarian (university). Minimum (ii) API scores can also be considered over two assessment periods (Stages 3 and 4), if required. A minimum of 5 publications over current and previous assessment periods. (iii) Evidence of innovative library service and organisation of published work (iv) A selection committee process as stipulated in this regulation and in Table VIII (a) of Appendix III for (v) Librarian (university)

Note: The explanatory note provided for Tables IIA and IIB for CAS for teachers is also applicable for the librarian cadres as per the API score specified for this cadre.

Note: For universities for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4 and 5 correspond to scales as provided and AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively

**University Grants Commission
(Minimum Qualifications for Appointment of Teachers and other
Academic Staff in Universities and Colleges and Measures for the
Maintenance of Standards in Higher Education) (1st Amendment),
Regulations, 2011.**

F-1-2/2009(EC/PS)pt.II

16 March, 2011

To

The Under Secretary
Government of India
Ministry of Human Resource Development
Shastri Bhawan
New Delhi-110001

Subject: UGC Regulations on minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in higher education, (1st Amendment) Regulations-2011.

Sir,

In continuation of this office letter of even No dated 1st March, 2011 on the above subject, I am directed to enclose a copy of the Hindi Version of the first amendment Regulations-2011 to UGC Regulations on minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in higher education, 2010, which is being sent to the Manager, Government of India Press, Civil Lines, Delhi for publication in the Gazette of India.

Yours faithfully,

(B.K.Singh)

Deputy Secretary

Encl: As above.

Copy to:

1 The Publication Officer, UGC, for posting it on UGC Website

(B.K.Singh)

Deputy Secretary

UNIVERSITY GRANTS COMMISSION

New Delhi-110002, the February 2011

UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION, 2010, (1st Amendment) Regulations 2011

F-1-2/2009 (EC/PS) pt. It—In exercise of the powers conferred under clause (e) and (g) of sub-section (I) of Section 26 of University Grants Commission Act, 1956 (3 of 1956) the University Grants Commission hereby makes the following Regulations to amend the UGC Regulations on minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in higher education, 2010, namely :

2. Short Title, Application and Commencement:—

- (i) These Regulations may be called UGC Regulations on minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in higher education, (1st Amendment), Regulation, 2011.
- (ii) They shall apply to every university established or incorporated by or under a Central Act, Provincial Act or a State Act, every institution including a constituent or an affiliated college recognized by the Commission, in consultation with the university concerned under Clause (f) of Section 2 of the University Grants Commission Act, 1956, and every institution deemed to be a university under Section 3 of the said Act.
- (iii) They shall come into force with immediate effect

3. “In the University Grants Commission minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in higher education 2010, wherever the following part occurs :—

“Pay Band-4 (Rs. 37,400-67,000/-) with Grade Pay of Rs. 12,000/- per month”

It should be substituted with the following:—

Pay Band 4 (Rs. 37,400-67,000/-) with Grade Pay of Rs. 12,000/- per month has been replaced by the new HAG scale of Rs. 67,000 (Annual Increment @3%)-79,000 with no Grade Pay. The AGP of Rs. 12,000/- per month does not exist anymore, Other conditions of eligibility to move the above scale of pay will remain the same. However, the ceiling of 10% of such posts in the Central Universities and the criteria for eligibility and for performance evaluation for this will remain unchanged.

K. GUNASEKARAN

Secy.

24—T9 Of/2011

University Grants Commission

(Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (2nd Amendment), Regulations, 2013.

NOTIFICATION

New Delhi, the 13th June, 2013

No. F.1-2/2009(EC/PS) V(i) Vol-II. – In Exercise of the powers conferred under clause (e) and (g) of sub-section (1) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby frames the following amendment Regulations, namely: -

1. Short title, application, and commencement:

1.1. These Regulations may be called the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (2nd Amendment), Regulations, 2013.

1.2. They shall come into force with immediate effect from their publication in the Official Gazette.

2. The clause 6.1.0 of the Annexure of University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standard in Higher Education) Regulations, 2010 (hereinafter to be called ‘The Principal Regulations’) shall stand amended and be substituted by the following clause: -

“6.1.0 ‘The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on weightages given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system proforma, based on the Academic Performance Indicators (API) as provided in this Regulations in Tables I to IX of Appendix III.

Provided that API scores will be used for screening purpose only and will have no bearing on experts’ assessment of candidates in Direct Recruitment/ CAS

Provided also that the API score claim of each of the sub-categories in the Category III (Research and Publications and Academics Contributions) will have the following cap to calculate the total API score claim for Direct Recruitment/ CAS

Sub-Category	Cap as % of API cumulative score in application
III (A): Research Papers (Journals, etc.)	30%
III (B) Research publications (Books, etc.)	25%
III (C) Research Projects	20%
III (D) Research Guidance	10%
III (E) Training Courses and Conference/ Seminar, etc.	15%

In order to make the system more credible, universities may assess the ability for teaching and/ or research aptitude thorough a seminar or lecture in a class room situation or discussion on the capacity to use latest technology in teaching and research at the interview stage. These procedures can be followed for both direct and direct recruitment and CAS promotions wherever selection committees are prescribed in these Regulations.”

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

3. The clause 6.0.2 of the Principal Regulations shall stand amended and be substituted by the following clause: -

“6.0.2 The Universities shall adopt these Regulations for selection committees and selection procedures through their respective statutory bodies incorporating the Academic Performance Indicator (API) based performance Based Appraisal System (PBAS) at the institutional level for University Departments and their Constituent colleges/ affiliated colleges (Government/Government-aided/Autonomous/ Private Colleges) to be followed transparently in all the selection processes. An indicative PBAS template proforma for direct recruitment and for Career Advancement Schemes (CAS) based on API based PBAS is annexed in Appendix III. The universities may adopt the template proforma or may devise their own self-assessment cum performance appraisal forms for teachers. While adopting this, universities shall not change any of the categories or scores of the API given in Appendix-III. The universities can, if they wish so, increase the minimum required score, or devise appropriate additional criteria for screening of candidates at any level of recruitment.”
4. The clause 7.3.0 of the Principal Regulations shall stand amended and be substituted by the following clause: -

7.3.0 VICE CHANCELLOR:

 - i. Persons of the highest level of competence, integrity, morals and institutional commitment are to be appointed as Vice-Chancellors. The Vice-Chancellors to be appointed should be a distinguished academician, with a minimum of ten years of experience as a Professor in a University system or ten years of experience in an equivalent position in a reputed research and/or academic administrative organization.
 - ii. The selection of Vice-Chancellor should be through proper identification of a panel of 3-5 names by a Search Committee through a public notification or nomination or a talent search process or in combination. The members of the above Search committee shall be persons of eminence in the sphere of higher education and shall not be connected in any manner with the university concerned or its colleges. While preparing the panel, the Search Committee must give proper weightage to academic excellence, exposure to the higher education system in the country and abroad, and adequate experience in academic and administrative governance to be given in writing along with the panel to be submitted to the Visitor/ Chancellor. The constitution of the Search Committee could be as per the Act/ Statutes of the concerned university.
 - iii. The Visitor/ Chancellor shall appoint the Vice Chancellor out of the Panel of names recommended by the Search Committee.
 - iv. The conditions of services of the Vice Chancellor in conformity with Principal Regulations.
 - v. The terms of office of the Vice Chancellor shall be form part of the service period of the incumbent concerned making him/her eligible for all service-related benefits.”
5. The Table I [Category I, II & III] of Appendix-III of the Principal Regulations shall stand amended and be substituted by Table I [Category I, II & III] appended to these amendment Regulations.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

AKHILESH GUPTA, Secy., UGC

[ADVT. III/ 4/ Exty. / 113/ 13]

AMENDED APPENDIX – III TABEL – I

PROPOSED SCORES FOR ACADEMIC PERFORMANCE INDICATORS (APIs) IN RECRUITMENT AND CAREER ADVANCEMENT SCHEME (CAS) PROMOTIOSN OF UNIVERSITY/ COLLEGES TEACHERS.

Category I: Teaching, LEARNING AND EVALUATION Related ACTIVITIES

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; (b) domain knowledge; (c) participation in examination and evaluation; (d) contribution to innovation teaching from this category is 75. The self-assessment score should be based on objectively verifiable criteria wherever possible and will be finalized by the screening/ selection committee.

University will be required to detail the activities and in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

S.No.	Nature of Activity	Maximum Score
1	Lectures, seminars, tutorial, practicals, contact hours undertaken taken as percentage of lectures allocated	50
2	Lectures or other teaching duties in excess of the UGC norms	10
3	Preparation and Imparting of knowledge / instruction as per curriculum; syllabus enrichment by providing additional resources to students	20
4	Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc.	20
5	Examination duties (Invigilation; question paper setting, evaluation/ assessment of answer scripts) as per allotment	25
	Total Score	125
	Minimum API Score Required	75

Note: a: Lectures and tutorial allocation to add up to the UGC norm for particular category of teacher. University may prescribe minimum cut-off (net of due leave), say 80% for 1 and 5 above, below which no scores may be assigned in these sub-categories.

Note 2:

The model table proposes API scores and the mode for awarding these scores for various parameters of Category I of PBAS.

1. Wherever the unit of assessment is the number of hours, the teacher is required to compute the total number of hours allocated as per the time-table or the actual number of hours spent in that activity in the previous academic year. The institution can verify these from the official Time Table and the record of students' attendance.
2. In calculating the number of hours allocated, only working days/weeks will be taken into account. For example, if a teacher has been assigned 20 hours of classroom teaching per week in an institution that teachers for 16 weeks per semester, the teacher would write 320 hours (plus another 320 hours if his/her teaching load is the same in the second semester) in the row 1A(i). Since this is 2 hours higher than the UGC norm, s/he would claim additional 2 x 16 hours in row 1A(ii). If s/he actually taught for 275 hours in that semester, s/he would claim 275 hours in row 1A(iii). So, in all, she would get credit for 320+32+275=627 hours for that semester. S/he would do similar calculation for the second semester and the total would be entered in each row.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

3. In most sub-categories, the total score of a teacher may exceed the maximum score permitted against the relevant sub-total. In that case, the score of the teacher will be credited the maximum score. For example, a teacher who marks 900 scripts can get credit for 300 hours and may have spent another 40 hours on examination duty. This adds up to 340 hours = 34 points. But s/he will be awarded the maximum of 20 points in that category.
4. Wherever the criterion involves an assessment by the screening committee, the teacher will be required to submit some evidence of work done. Each institution may further develop these criteria and specify the requirements for the various categories mentioned here.
5. Under 4c, the teacher is only required to give a proof the s/he administered an anonymous feedback questionnaire wherein the students can give their assessment of the quality of his/her teaching. S/he would be entitled to the points irrespective of the content of the feedback. The comments given by the students may not be used against the teacher in this exercise.

Category	Nature of activity	Notes	Unit of assessment	Score
Category I	TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES			
1A (i)	Classroom teaching (including lectures, seminar)	As per allocation	Hours per academic year	
1A (ii)	Classroom teaching (including lectures, seminar) in excess of UGC	As per allocation	Hours per	
1A (iii)	Classroom teaching (including lectures, seminar) preparation time	Same as actual teaching hours as attendance register	Hours per academic year	
1B	Tutorials and Practicals	Actual as per attendance register	Hours per academic year	
1C	Outside classroom interaction with students	Max 0.5 of hours in 1A	Hours per Academic year	
	Sub-total 1	Score = hours/10 (max score 100)		
2	Research Supervision (including Master thesis)	Max 1 hour per student per working week	Hours per academic year	
	Sub-total 2	Score = hours/10 (Max score = 30)		
3A	Question paper setting, moderation and related work	Actual hours	Hours per academic year	
3B	Invigilation/supervision and related examination duties	Actual hours	Hours per Academic year	
3C	Evaluation/assessment of answer scripts and assignments related to internal assessment, external and re evaluation	Max 20 minutes per full script	Hours per academic year	
	Sub-total 3	Score = hours/10 (Max score = 20)		
4A	Teaching innovation including preparation of innovative course, use of innovative methodologies for teaching including bilingual/multi-lingual teaching	Evidence to be provided. Scores to be finalized by the screening committee	Outstanding = 10 Very good = 7 Good = 5 Average = 3 Modest = 1	
4B	Preparation of new teaching- learning material including translation, bridge material, study pack or similar additional resource for students	Evidence to be provided. Scores to be finalized by the screening committee	Outstanding = 10 Very good = 7 Good = 5 Average = 3 Modest = 1	
4C	Use of anonymous students' feedback on the quality of classroom teaching and students' interaction	Performance and summary feedback to be attached	2 points per course (max 10 points)	

Minimum score required for promotion: 150 out of a total of 250 from category I and II, at least 100 (from Maximum of 180) from category I and 20 (from category of 70) from category II.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

AMENDED Category II: Co-curricular, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Brief Explanation: Based on the teacher's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. The minimum API required by teachers for eligibility for promotion is 15. A list of items and proposed scores is given below. It will be noticed that all teachers can earn scores from a number of items, whereas some activities will be carried out only by one or a few teachers. The list of activities is broad enough for the minimum API score required (15) in this category to accrue to all teachers. As before, the self-assessment score should be based on objective verifiable criteria and will be finalized by the screening/selection committee.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages, without changing the minimum total API score required under this category.

S. No	Nature of Activity	Maximum Score
1	Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling)	20
2	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.	15
3	Professional Development activities (such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15
	Minimum API Score Required	15

Note:

The model table proposes API scores and the mode for awarding these scores for various parameters of Category II of PBAS.

1. Wherever the unit of assessment is the number of hours, the teacher is required to compute the total number of hours allocated as per the time-table or the actual number of hours spent in that activity in the precious academic year. The institution can verify these from the official Time Table and the record of students' attendance.
2. In calculating the number of hours allocated, only working days/weeks will be taken into account. For example, if a teacher has been assigned 20 hours of classroom teaching per week, in an institution that teaches for 16 weeks per semester, the teacher would write 320 hours (plus another 320 hours if his/her teaching load is the same in the second semester) in the row 1A(i). Since this is 2 hours higher than the UGC norm, s/he would claim additional 2 x 16 hours in row 1A(ii). If s/he has actually taught for 275 hours in that semester, s/he would claim 275 hours in row 1A(iii). So, in all, s/he would get credit for $320+32+275 = 627$ hours for that semester. S/he would do similar calculation for the second semester and the total would do entered in each row.
3. In most sub-categories, the total score of a teacher may exceed the maximum score permitted against the relevant sub-total. In that case, the score of the teacher will be credited the maximum score. For example, a teacher who marks 900 scripts can get credit for 300 hours

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

and may have spent another 40 hours on examination duty. This adds up to 340 hours = 34 points. But s/he will be awarded the maximum of 20 points in that category.

4. Wherever the criterion involves an assessment by the screening committee, the teacher will be required to submit some evidence of work done. Each institution may further develop these criteria and specify the requirements for the various categories mentioned here.
5. Under 4c, the teacher is only required to give a proof that s/he administered an anonymous feedback questionnaire wherein the students can give their assessment of the quality of her teaching. S/he would be entitled to the points irrespective of the content of the feedback. The comments given by the students may not be used against the teacher in this exercise.

Category	Nature of activity	Notes	Unit of assessment	Score
Category II	CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES			
5A	Discipline related co-curricular activities (e.g. field work, study visit, student seminar, events, career counseling etc.)	Evidence to be provided. Scores to be finalized by the screening committee	Outstanding = 10 Very good = 7 Good = 5 Average = 3 Modest = 1	
5B	Other co-curricular activities (Cultural, Sports, NSS, NCC etc.)	Evidence to be provided. Scores to be finalized by the screening committee	Outstanding = 10 Very good = 7 Good = 5 Average = 3 Modest = 1	
5C	Extension and dissemination activities (public lectures, talks, seminars, popular writings not covered under II)	Evidence to be provided. Scores to be finalized by the screening committee	Outstanding = 10 Very good = 7 Good = 5 Average = 3 Modest = 1	
	Sub-total 5			
6A	Administrative responsibility (including Dean, Principal, Chairperson, Convenor, Teacher-in-charge or similar duties that require regular office hours for its discharge_	Actual hours spent	Hours per academic year	
6B	Participation in Board of Studies, Academic and Administrative Committees	Actual hours spent	Hours per academic year	
	Sub-total 6	Score = hours/10 (Max score = 30)		
7	Overall contribution to the collective/corporate life of the institution (including 5,6 and any other contribution)	Evidence to be provided. Scores to be finalized by the screening committee	Outstanding = 10 Very good = 7 Good = 5 Average = 3 Modest = 1	
	GRAND TOTAL (1 TO 7)	(OUT OF 250)		

Maximum score required for promotion: 150 out of a total of 250 from category I and II, at least 100 (from Maximum of 180) from category I and 20 (from category of 70) from category II.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

AMENDED CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief explanation: Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is different for different levels of promotion and between university and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

S. No.	APIs	Engineering/Agriculture/ Veterinary Science/ S c i e n c e s / M e d i c a l Sciences	Faculties of Languages Arts/Humanities/Social Science/Library/Physical education/Management	Max. Points for University and college teacher position
III A	Research Papers published in:	Referred Journals *	Refereed Journals*	15 / publication
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	10 / publication
		Conference proceedings as full paper, etc. (Abstracts not to be included)	Conference proceedings as full papers, etc. (Abstracts not to be included)	10 / publication
III (B)	Research Publications (books chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers with an established peer review system	Text or Reference Books Published by International Publishers with an established peer review system	50 /sole author; 10 / chapter in an edited book
		Subjects Books by National level publishers/ State and Central Govt. Publications with ISBN/ ISSN numbers.	Subjects Books by / national level publishers/ State and Central Govt. Publications with ISBN/ ISSN numbers.	25 / sole author, and 5/ chapter in edited books
		Subjects Books by Other local publishers with ISBN/ISSN numbers.	Subjects Books by Other local publishers with ISBN/ISSN numbers.	15 / sole author, and 3 / chapter in edited books
		Chapters contributed to edited knowledge based volumes published by International Publishers	Chapters contributed to edited knowledge based volumes published by International Publishers	10 /Chapter.
		Chapter in knowledge based volumes by Indian/National level publishers with ISBN/ ISSN numbers and with numbers of national and international directories	Chapter in knowledge based volumes by Indian/National level publishers with ISBN/ ISSN numbers and with numbers of national and international directories	5 / Chapter.
III (C)	RESEARCH PROJECTS			
III (C) (i)	Sponsored Projects carried out/ ongoing	Major Projects amount mobilized with grants above 30.0 lakhs	Major Projects amount mobilized with grants above 5.0 lakhs	20 /each Project
		Major Projects amount mobilized with grants above 5.0 lakhs up to 30.00 lakhs	Major Project Amount mobilized with minimum of Rs. 3.00 lakhs up to Rs. 5.00 lakhs	15 /each Project

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

		Minor Projects (Amount mobilized with grants above Rs. 50,000 up to Rs. 5 lakh)	Minor Projects (Amount mobilized with grants above Rs. 25,000 up to Rs. 3 lakh)	10 /each Project
III (C) (ii)	Consultancy Projects carried out / ongoing	Amount mobilized with minimum of Rs. 10.00 lakh	Amount mobilized with minimum of Rs. 2.0 lakhs	10 per every Rs. 10.0 lakhs and Rs. 2.0 lakhs, respectively
III (C) (iii)	Completed projects: Quality Evaluation	Completed projects Report (Acceptance from funding agency)	Completed projects reports (Accepted by funding agency)	20 /each major project and 10 / each minor project
III (C) (iv)	Projects Outcome / Outputs	Patent/Technology transfer/ Product/Process	Major Policy document of Govt. Bodies at Central and State level	30 / each national level output or patent /50 / each for International level.
III (D)	RESEARCH GUIDANCE			
III (D) (i)	M. Phil.	Degree awarded only	Degree awarded only	3 /each candidate
III (D) (ii)	Ph. D.	Degree awarded	Degree awarded	10 /each candidate
		Thesis submitted	Thesis submitted	7 /each candidate
III (E)	Training courses and conference /seminar/workshop papers			
III (E) (i)	Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points)	Not less than two weeks duration	Not less than two weeks duration	20/each
		One week duration	One week duration	10/each
III (E) (ii)	Papers in Conferences/ Seminars/ workshops etc.**	Participation and Presentation of research papers (oral/poster) in	Participation and Presentation of research papers (oral/poster) in	
		International conference	International conference	10 each
		National	National	7.5 / each
		Regional/State level	Regional/State level	5 / each
		Local – University/ College level	Local – University/ College level	3 / each
III (E) (iv)	Invited lectures or presentations for conference/ / symposia	International	International	10 / each
		National level	National level	5

*Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) paper with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.

** If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e)(ii)).

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Notes.

1. It is incumbent on the Coordination Committee proposed in these Regulations and the University to prepare and publicize within six months subject-wise lists of journals, periodicals under categories IIIA and B. Till such time, scores of publications.
2. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.
3. The parameters listed in table of category-III (Research and Academic contribution) shall have following capping in relation to the total API score claimed by the candidates: -
 - III (A): Research papers (Journals, etc.) 30%
 - III (B): Research publications (Books, etc.) 25%
 - III (C): Research Projects 20%
 - III (D): Research Guidance 10%
 - III (E): Training Courses and Conf/Seminar, etc. 15%

University Grants Commission

On Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education (3rd Amendment), Regulations, 2016.

New Delhi, the 4th May, 2016

No.F.1-2/2016 (PS/Amendment).—In exercise of the powers conferred under clause (e) and (g) of sub-section (1) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby frames the following Regulations to amend the University Grants Commission on minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in higher education, Regulations, 2010, namely: -

2. Short title, application and commencement:

- 2.1 These Regulations may be called the University Grants Commission on minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in higher education (3rd Amendment), Regulations, 2016.
 - 2.2 They shall apply to every University established or incorporated by or under a Central Act, Provincial Act or a State Act, every institution including a constituent or an affiliated college recognized by the Commission, in consultation with the university concerned under Clause (f) of Section 2 of the University Grants Commission Act, 1956 and every institution deemed to be a university under Section 3 of the said Act.
 - 2.3 They shall come into force with immediate effect.
3. In the University Grants Commission on minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in higher Education, Regulations, 2010 (Principal Regulation 2010) the following amendments are made: -

Existing provisions of the following clauses of the Principal UGC Regulations 2010	Amendments made in the following clauses of Principal UGC Regulations 2010
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<p>3.0.0. Recruitment and Qualifications</p> <p>3.1.0 The direct recruitment to the posts of Assistant Professors, Associate Professors and Professors in the Universities and Colleges shall be on the basis of merit through all India advertisement and selections by the duly constituted Selection Committees as per the provisions made under these Regulations to be incorporated under the Statutes/Ordinances of the concerned university. The composition of such committees should be as prescribed by the UGC in these Regulations.</p> <p>3.2.0 The minimum qualifications required for the post of Assistant Professors, Associate Professors, Professors, Principals, Assistant Directors of Physical Education and Sports, Deputy Directors of Physical Education and Sports, Directors of Physical Education and Sports, Assistant Librarians, Deputy Librarians, Librarians will be those as prescribed by the UGC in these Regulations. 3.3.0 The minimum requirements of a good academic record, 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the master's level and qualifying in the National Eligibility Test (NET), or an accredited test (State Level Eligibility Test - SLET/SET), shall remain for the appointment of Assistant Professors.</p> <p>3.3.1. NET/SLET/SET shall remain the minimum eligibility condition for recruitment and appointment of Assistant Professors in Universities / Colleges / Institutions :</p> <p><i>Provided</i> however, that candidates, who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions.</p>	<p>3.0.0. Recruitment and Qualifications</p> <p>3.1.0 The direct recruitment to the posts of Assistant Professors, Associate Professors and Professors in the Universities and Colleges shall be on the basis of merit through all India advertisement and selections by the duly constituted Selection Committees as per the provisions made under these Regulations to be incorporated under the Statutes/Ordinances of the concerned university. The composition of such committees should be as prescribed by the UGC in these Regulations.</p> <p>3.2.0 The minimum qualifications required for the post of Assistant Professors, Associate Professors, Professors, Principals, Assistant Directors of Physical Education and Sports, Deputy Directors of Physical Education and Sports, Directors of Physical Education and Sports, Assistant Librarians, Deputy Librarians, Librarians will be those as prescribed by the UGC in these Regulations.</p> <p>3.3.0 The minimum requirements of a good academic record, 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the master's level and qualifying in the National Eligibility Test (NET), or an accredited test (State Level Eligibility Test - SLET/SET), shall remain for the appointment of Assistant Professors.</p> <p>3.3.1. NET/SLET/SET shall remain the minimum eligibility condition for recruitment and appointment of Assistant Professors in Universities/Colleges/ Institutions :</p> <p><i>Provided</i> however, that candidates, who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009 or the subsequent Regulations if notified by the UGC, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions.</p> <p>Further, the award of degrees to candidates registered for the M.Phil/Ph.D programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ By laws/ Regulations of the Institution awarding the degrees and the Ph.D candidates shall be exempted from the requirement of the minimum eligibility condition of "NET/SLET/SET for</p>
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Minimum Qualifications for Appointment on Teaching and other Academic Posts:

	<p>recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions subject to the fulfillment of the following conditions: -</p> <ul style="list-style-type: none">(a) Ph.D. degree of the candidate awarded in regular mode only;(b) Evaluation of the Ph.D. thesis by at least two external examiners;(c) Candidate had published two research papers out of which at least one in a refereed journal from out of his/her Ph.D. work;(d) The candidate had presented two papers in seminars/conferences from out of his/her Ph.D. work;(e) Open Ph.D. viva-voce of the candidate had been conducted. <p>(a) to (e) as above are to be certified by the Vice-</p>
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<p>3.3.2 NET/SLET/SET shall not be required for such Masters Degree Programmes in disciplines for which NET/SLET/SET accredited test is not conducted.</p> <p>3.4.0 A minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) will be required at the Master's level for those recruited as teachers at any level from industries and research institutions and at the entry level of Assistant Professors, Assistant Librarians, Assistant Directors of Physical Education and Sports.</p> <p>3.4.1 A relaxation of 5% may be provided at the graduate and master's level for the Scheduled Caste/Scheduled Tribe /Differently-abled (Physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.</p> <p>3.5.0 A relaxation of 5% may be provided, from 55% to 50% of the marks to the Ph.D. Degree holders, who have obtained their Master's Degree prior to 19 September, 1991.</p> <p>3.6.0 Relevant grade which is regarded as equivalent of 55% wherever the grading system is followed by a recognized university shall also be considered eligible.</p> <p>3.7.0 The Ph.D. Degree shall be a mandatory qualification for the appointment of Professors and for promotion as Professors.</p> <p>3.8.0 The Ph.D. Degree shall be a mandatory qualification for all candidates to be appointed as Associate Professor through direct recruitment.</p> <p>3.9.0. The period of time taken by candidates to acquire M.Phil. and/or Ph.D. Degree shall not be considered as teaching/ research experience to be</p>	<p>Chancellor/ Pro-Vice-Chancellor/ Dean (Academic Affairs)/Dean (University Instructions)”</p> <p>3.3.2 NET/SLET/SET shall not be required for such Masters Degree Programmes in disciplines for which NET/SLET/SET accredited test is not conducted.</p> <p>3.4.0 A minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) will be required at the Master's level for those recruited as teachers at any level from industries and research institutions and at the entry level of Assistant Professors, Assistant Librarians, Assistant Directors of Physical Education and Sports.</p> <p>3.4.1 A relaxation of 5% may be provided at the graduate and master's level for the Scheduled Caste /Scheduled Tribe /Differently-abled (Physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.</p> <p>3.5.0 A relaxation of 5% may be provided, from 55% to 50% of the marks to the Ph.D. Degree holders, who have obtained their Master's Degree prior to 19 September, 1991.</p> <p>3.6.0 Relevant grade which is regarded as equivalent of 55% wherever the grading system is followed by a recognized university shall also be considered eligible.</p> <p>3.7.0 The Ph.D. Degree shall be a mandatory qualification for the appointment of Professors and for promotion as Professors.</p> <p>3.8.0 The Ph.D. Degree shall be a mandatory qualification for all candidates to be appointed as Associate Professor through direct recruitment.</p>
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<p>claimed for appointment to the teaching positions.</p> <p>4.4.0 ASSISTANT PROFESSOR</p> <p>4.4.1. Arts, Humanities, Sciences, Social Sciences, Commerce, Education, Languages, Law, Journalism and Mass Communication.</p> <p>i. Good academic record as defined by the concerned university with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign university.</p> <p>ii. Besides fulfilling the above qualifications, the</p>	<p>3.9.0. The period of time taken by candidates to acquire M.Phil. and/or Ph.D. Degree shall not be considered as teaching/ research experience to be claimed for appointment to the teaching positions.</p> <p>4.4.0 ASSISTANT PROFESSOR</p> <p>4.4.1. Arts, Humanities, Sciences, Social Sciences, Commerce, Education, Languages, Law, Journalism and Mass Communication.</p> <p>i. Good academic record as defined by the concerned university with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign university.</p> <p>ii. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) for</p>
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Minimum Qualifications for Appointment on Teaching and other Academic Posts:

<p>candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.</p> <p>iii. Notwithstanding anything contained in sub-clauses (i) and (ii) to this Clause 4.4.1, candidates, who are, or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities /Colleges / Institutions.</p> <p>iv. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.</p>	<p>Lecturer/Assistant Professor conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.</p> <p>iii. Notwithstanding anything contained in sub-clauses (i) and (ii) to this Clause 4.4.1, candidates, who are, or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009 or the subsequent Regulations if notified by the UGC, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities /Colleges / Institutions.</p> <p>Further, the award of degrees to candidates registered for the M.Phil/Ph.D programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ By laws/ Regulations of the Institution awarding the degrees and the Ph.D candidates shall be exempted from the requirement of the minimum eligibility condition of “NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions subject to the fulfillment of the following conditions: -</p> <ul style="list-style-type: none"> (a) Ph.D. degree of the candidate awarded in regular mode only; (b) Evaluation of the Ph.D. thesis by at least two external examiners; (c) Candidate had published two research papers out of which at least one in a refereed journal from out of his/her Ph.D. work; (d) The candidate had presented two papers in seminars/conferences from out of his/her Ph.D. work; (e) Open Ph.D. viva-voce of the candidate had been conducted. <p>(a) to (e) as above are to be certified by the ViceChancellor/ Pro-Vice-Chancellor/ Dean (Academic Affairs)/Dean (University Instructions)”</p> <p>(iv). NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.</p>
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Minimum Qualifications for Appointment on Teaching and other Academic Posts:

<p>4.4.2. MUSIC, PERFORMING ARTS, VISUAL ARTS AND OTHER TRADITIONAL INDIAN ART FORMS LIKE SCULPTURE, ETC.</p> <p>4.4.2.1. MUSIC AND DANCE DISCIPLINE 1. ASSISTANT PROFESSOR:</p> <p>i. Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level, in the relevant subject or an equivalent degree from an Indian/Foreign University.</p> <p>ii. Besides fulfilling the above qualifications, candidates must have cleared the National Eligibility Test (NET) for lecturers conducted by the UGC, CSIR, or similar test accredited by the UGC. Notwithstanding anything</p>	<p>4.4.2. MUSIC, PERFORMING ARTS, VISUAL ARTS AND OTHER TRADITIONAL INDIAN ART FORMS LIKE SCULPTURE, ETC.</p> <p>4.4.2.1. MUSIC AND DANCE DISCIPLINE 1. ASSISTANT PROFESSOR:</p> <p>i. Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level, in the relevant subject or an equivalent degree from an Indian/Foreign University.</p> <p>ii. Besides fulfilling the above qualifications, candidates must have cleared the National Eligibility Test (NET) for lecturers/Assistant Professor conducted by the UGC, CSIR, or similar test accredited by the UGC. Notwithstanding anything contained in the sub-clauses (i) and (ii) to this Clause 4.4.2.1,</p>
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Minimum Qualifications for Appointment on Teaching and other Academic Posts:

<p>contained in the sub-clauses (i) and (ii) to this Clause 4.4.2.1, candidates, who are, or have been awarded Ph. D.</p> <p>Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges /Institutions.</p>	<p>candidates, who are, or have been awarded Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009 or the subsequent Regulations if notified by the UGC, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges /Institutions.</p> <p>Further, the award of degrees to candidates registered for the M.Phil/Ph.D programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ Bylaws/ Regulations of the Institution awarding the degrees and the Ph.D candidates shall be exempted from the requirement of the minimum eligibility condition of “NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions subject to the fulfillment of the following conditions: -</p> <ul style="list-style-type: none"> (a) Ph.D. degree of the candidate awarded in regular mode only; (b) Evaluation of the Ph.D. thesis by at least two external examiners; (c) Candidate had published two research papers out of which at least one in a refereed journal from out of his/her Ph.D. work; (d) The candidate had presented two papers in seminars/conferences from out of his/her Ph.D. work; (e) Open Ph.D. viva-voce of the candidate had been conducted. <p>(a) to (e) as above are to be certified by the ViceChancellor/ Pro-Vice-Chancellor/ Dean (Academic Affairs)/Dean (University Instructions)”</p> <p>iii. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.</p> <p>OR</p> <p>i. A traditional and a professional artist with highly commendable professional in the concerned subject, who should have:</p> <ul style="list-style-type: none"> (a) Studied under noted/reputed traditional masters and has thorough knowledge to explain the subject concerned; (b) A high grade artist of AIR/TV; and
<p>iii. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.</p> <p>OR</p> <p>i. A traditional and a professional artist with highly commendable professional in the concerned subject, who should have:</p> <ul style="list-style-type: none"> (a) Studied under noted/reputed traditional masters and has thorough knowledge to explain the subject concerned; (b) A high grade artist of AIR/TV; and 	<p>iii. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.</p> <p>OR</p> <p>i. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should have:</p> <ul style="list-style-type: none"> (a) Studied under noted/reputed traditional masters and has thorough knowledge to explain the subject concerned;

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

<p>(c) Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.</p>	<p>(b) A high grade artist of AIR/TV; and (c) Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.</p>
<p>4.4.2.2. DRAMA DISCIPLINE: 1. ASSISTANT PROFESSOR: i. Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level, in the relevant subject or an equivalent degree from an Indian/Foreign University.</p>	<p>4.4.2.2. DRAMA DISCIPLINE: 1. ASSISTANT PROFESSOR: i. Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level, in the relevant subject or an equivalent degree from an Indian/Foreign University.</p>

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

ii. Besides fulfilling the above qualifications, candidates must have cleared the National Eligibility Test (NET)	ii. Besides fulfilling the above qualifications, candidates must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR, or similar test accredited by the UGC.
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<p>conducted by the UGC, CSIR, or similar test accredited by the UGC. However, candidates, who are, or have been awarded Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions.</p> <p>iii. Without prejudice to the above, NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.</p> <p>OR</p> <p>iv. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:</p> <p>1. A professional artist with first class degree/diploma from National School of Drama</p>	<p>However, candidates, who are, or have been awarded Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations 2009 or the subsequent Regulations if notified by the UGC, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions. Further, the award of degrees to candidates registered for the M.Phil/Ph.D programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ Bylaws/ Regulations of the Institution awarding the degrees and the Ph.D candidates shall be exempted from the requirement of the minimum eligibility condition of “NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions subject to the fulfillment of the following conditions: -</p> <ul style="list-style-type: none"> (a) Ph.D. degree of the candidate awarded in regular mode only; (b) Evaluation of the Ph.D. thesis by at least two external examiners; (c) Candidate had published two research papers out of which at least one in a refereed journal from out of his/her Ph.D. work; (d) The candidate had presented two papers in seminars/conferences from out of his/her Ph.D. work; (e) Open Ph.D. viva-voce of the candidate had been conducted. <p>(a) to (e) as above are to be certified by the ViceChancellor/ Pro-Vice-Chancellor/ Dean (Academic Affairs)/Dean (University Instructions)”</p> <p>iii. Without prejudice to the above, NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.</p> <p>OR</p> <p>iv. A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:</p> <p>1. A professional artist with first class degree/diploma from National School of Drama or any other such approved</p>
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Minimum Qualifications for Appointment on Teaching and other Academic Posts:

<p>or any other such approved Institution in India or abroad;</p> <p>2. Five years of regular acclaimed performance in regional/ national/ international stage with evidence; and 3. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in said discipline.</p>	<p>Institution in India or abroad;</p> <p>2. Five years of regular acclaimed performance in regional/ national/international stage with evidence; and</p> <p>3. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in said discipline.</p>
<p>4.4.2.3. VISUAL (FINE) ARTS DISCIPLINE 1. ASSISTANT PROFESSOR:</p> <p>i. Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's degree level, in the relevant subject or</p>	<p>4.4.2.3. VISUAL (FINE) ARTS DISCIPLINE 1. ASSISTANT PROFESSOR:</p> <p>i. Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's degree level, in the relevant subject or an</p>

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

an equivalent degree from an Indian/Foreign University. ii. Besides fulfilling the above qualifications, candidates	equivalent degree from an Indian/Foreign University. ii. Besides fulfilling the above qualifications, candidates must
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Minimum Qualifications for Appointment on Teaching and other Academic Posts:

<p>must have cleared the National Eligibility Test (NET) for lecturers conducted by the UGC, CSIR, or similar test accredited by the UGC. Notwithstanding anything contained in sub-clauses (i) and (ii) to this Clause 4.4.2.3, candidates, who are, or have been awarded a Ph.D. Degree, in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions.</p> <p>iii. Without prejudice to the above, NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.</p> <p>OR</p>	<p>have cleared the National Eligibility Test (NET) for lecturers/Assistant Professor conducted by the UGC, CSIR, or similar test accredited by the UGC. Notwithstanding anything contained in sub-clauses (i) and (ii) to this Clause 4.4.2.3, candidates, who are, or have been awarded a Ph.D. Degree, in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009 or the subsequent Regulations if notified by the UGC, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions.</p> <p>Further, the award of degrees to candidates registered for the M.Phil/Ph.D programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ By laws/ Regulations of the Institution awarding the degrees and the Ph.D candidates shall be exempted from the requirement of the minimum eligibility condition of “NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions subject to the fulfillment of the following conditions: -</p> <ul style="list-style-type: none"> (a) Ph.D. degree of the candidate awarded in regular mode only; (b) Evaluation of the Ph.D. thesis by at least two external examiners; (c) Candidate had published two research papers out of which at least one in a refereed journal from out of his/her Ph.D. work; (d) The candidate had presented two papers in seminars/conferences from out of his/her Ph.D. work; (e) Open Ph.D. viva voce of the candidate had been conducted. <p>(a) to (e) as above are to be certified by the ViceChancellor/ Pro-Vice-Chancellor/ Dean (Academic Affairs)/Dean (University Instructions)”</p> <p>iii. Without prejudice to the above, NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.</p>
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Minimum Qualifications for Appointment on Teaching and other Academic Posts:

<p>i. A Professional artist with highly commendable professional achievement in the concerned subject, who should have:</p> <ol style="list-style-type: none">1. First class Diploma in Visual (Fine) arts discipline from the recognized Institution of India/Abroad;2. Five years of experience of holding regular regional/National exhibitions Workshops with evidence; and3. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.	<p>OR</p> <p>i. A Professional artist with highly commendable professional achievement in the concerned subject, who should have:</p> <ol style="list-style-type: none">1. First class Diploma in Visual (Fine) arts discipline from the recognized Institution of India/Abroad;2. Five years of experience of holding regular regional/National exhibitions/Workshops with evidence; and3. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.
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<p>4.5.3 UNIVERSITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN</p> <p>i. A Master's Degree in Library Science / Information Science / Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library.</p> <p>ii. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.</p> <p>iii. However, candidates, who are, or have been awarded Ph. D. degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Director of Physical Education/ College Director of Physical Education & Sports.</p>	<p>4.5.3 UNIVERSITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN</p> <p>i. A Master's Degree in Library Science/Information Science/Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library.</p> <p>ii. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC. iii. However, candidates, who are, or have been awarded Ph. D. degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009 or the subsequent Regulations if notified by the UGC, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of <u>University Assistant Librarian/College Librarian</u></p> <p>Further, the award of degrees to candidates registered for the M.Phil/Ph.D programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ By laws/ Regulations of the Institution awarding the degrees and the Ph.D candidates shall be exempted from the requirement of the minimum eligibility condition of "NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions subject to the fulfillment of the following conditions: -</p> <ul style="list-style-type: none"> (a) Ph.D. degree of the candidate awarded in regular mode only; (b) Evaluation of the Ph.D. thesis by at least two external examiners; (c) Candidate had published two research papers out of which at least one in a refereed journal from out of his/her Ph.D. work; (d) The candidate had presented two papers in seminars/conferences from out of his/her Ph.D. work; (e) Open Ph.D. viva-voce of the candidate had been conducted.
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Minimum Qualifications for Appointment on Teaching and other Academic Posts:

	(a) to (e) as above are to be certified by the ViceChancellor/ Pro-Vice-Chancellor/ Dean (Academic Affairs)/Dean (University Instructions)”
<p>4.6.3. University Assistant Director of Physical Education / College Director of Physical Education and Sports</p> <p>i. A Master’s Degree in Physical Education or Master’s Degree in Sports Science with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record.</p> <p>ii. Record of having represented the university / college at the inter-university /inter-</p>	<p>4.6.3. University Assistant Director of Physical Education / College Director of Physical Education and Sports</p> <p>i. A Master’s Degree in Physical Education or Master’s Degree in Sports Science with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record.</p>

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

<p>collegiate competitions or the State and/ or national championships.</p> <p>iii. Qualifying in the national level test conducted for the</p>	<p>ii. Record of having represented the university / college at the inter-university /inter-collegiate competitions or the State and/ or national championships.</p> <p>iii. Qualifying in the national level test conducted for the</p>
<p>purpose by the UGC or any other agency approved by the UGC.</p> <p>iv. Passed the physical fitness test conducted in accordance with these Regulations.</p> <p>v. However, candidates, who are, or have been awarded Ph. D. degree in accordance with the “University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Director of Physical Education / College Director of Physical Education & Sports.</p>	<p>purpose by the UGC or any other agency approved by the UGC.</p> <p>iv. Passed the physical fitness test conducted in accordance with these Regulations.</p> <p>v. However, candidates, who are, or have been awarded Ph. D. degree in accordance with the “University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009 or the subsequent Regulations if notified by the UGC, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Director of Physical Education/College Director Physical Education & Sports.</p> <p>Further, the award of degrees to candidates registered for the M.Phil/Ph.D programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ By laws/ Regulations of the Institution awarding the degrees and the Ph.D candidates shall be exempted from the requirement of the minimum eligibility condition of “NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions subject to the fulfillment of the following conditions: -</p> <ul style="list-style-type: none"> (a) Ph.D. degree of the candidate awarded in regular mode only; (b) Evaluation of the Ph.D. thesis by at least two external examiners; (c) Candidate had published two research papers out of which at least one in a refereed journal from out of his/her Ph.D. work;

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

	<p>(d) The candidate had presented two papers in seminars/conferences from out of his/her Ph.D. work;</p> <p>(e) Open Ph.D. viva-voce of the candidate had been conducted.</p> <p>(a) to (e) as above are to be certified by the ViceChancellor/ Pro-Vice-Chancellor/ Dean (Academic Affairs)/Dean (University Instructions)”</p>
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4. The existing Tables I to IX under **Appendix-III** of the University Grants Commission Regulations on minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in higher education, 2010 (Principal Regulations) and its amendment, 2013 (2nd Amendment) regarding computation of API Score for appointment and promotion of teachers and other academic staff in the Universities/Colleges/Institutions shall stand amended and be substituted by the revised Tables I to IX appended to these 3rd Amendment Regulations.

Prof. JASPAL SINGH SANDHU, Secy.
[ADVT. III/4/Exty./78(138)]

APPENDIX – III: TABLE I
**ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT
 SCHEME (CAS)
 PROMOTIONS FOR ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR, AND
 PROFESSOR AND FOR**

**DIRECT RECRUITMENT OF ASSOCIATE PROFESSOR AND PROFESSOR IN
UNIVERSITIES AND COLLEGES. Direct Teaching work load and weightage to be given to
different levels of Teachers**

	Direct Teaching Hours per week	Weightage
Assistant Professor	18+6*	100
Associate Professor	16+6*	90
Professor	14+6*	80

Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; domain knowledge; (b) participation in examination and evaluation; (c) contribution to innovative teaching, new courses etc. and (d) student feedback. The minimum API score required by teachers from this category is different for different levels of promotion. The self assessment score should be based on objectively verifiable criteria. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

**CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED
ACTIVITIES**

Category	Nature of Activity	Assistant Professor		Associate Professor		Professor	
		Max. Score	Actual Score	Max. Score	Actual Score	Max. Score	Actual Score
I	a. Lectures - Classroom Teaching (including Lectures in excess of UGC norms)	60	Actual hours spent per academic year ÷10	50	Actual hours spent per academic year ÷10	45	Actual hours spent per academic year ÷10
	b. Examinations duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment	20	Actual hours spent per academic year ÷10	15	Actual hours spent per academic year ÷10	10	Actual hours spent per academic year ÷10
	c. Innovative Teaching - learning methodologies, updating of subject contents / courses etc.	10	Actual hours spent per academic year ÷10	15	Actual hours spent per academic year ÷10	15	Actual hours spent per academic year ÷10
	d. Students Feedback (Students who have put in at least 75% attendance per course are eligible to give feedback)	10	Outstanding 10 Very Good 8 Good 6 Average 4 Below Average 0	10	Outstanding 10 Very Good 8 Good 6 Average 4 Below Average 0	10	Outstanding 10 Very Good 8 Good 6 Average 4 Below Average 0

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

***Note: 1.** 18/16/14 hours per week include the Lectures / Practicals / Project Supervision. Two hours of Practicals / project supervision be treated as equivalent to one hour of lecture. Those teachers who supervise the research of five or more Ph.D. students at a time may be allowed a reduction of Two hours per week in direct teaching hours.

2. 6 hours per week include the hours spent on tutorials, remedial classes, seminars, administrative responsibilities, innovation and updating of course contents.

3. Hours spent on examination duties such as invigilation, question paper setting, valuation of answer scripts and tabulation of results are over and above the prescribed direct teaching hours and are an integral part of overall teaching work load of 40 hours per week.

4. Lectures allocation to add up to the UGC norm for particular category of teacher. University may prescribe minimum cut-off, say 75%, below which no scores may be assigned in these sub-categories

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the teacher's self-assessment, Category II API scores are proposed for Professional development, cocurricular and extension activities; and related contributions. The minimum API required by teachers for eligibility for promotion is fixed Table II A. A list of items and scores is given below. The self-assessment score should be based on objectively verifiable criteria and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and selection committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages without changing the minimum total API score required under this category.

Category II	Nature of Activity	Maximum API Score	Actual score
a.	Student related co-curricular, extension and field based activities. (i) Discipline related co-curricular activities (e.g. field work, study visit, student seminar and other events, career counseling etc.) (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) (iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)	15	Actual hours spent per academic year ÷ 10
b.	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. (i). Administrative responsibility (including as Dean / Principal/Chairperson/ Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees.	15	Actual hours spent per academic year ÷ 10
c.	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, membership of associations, dissemination and general articles and any other contribution)	15	Actual hours spent per academic year ÷ 10

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API scores required for teachers from this category are different for different levels of promotion in universities and colleges. The self-assessment score shall be based on verifiable criteria and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and Selection Committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

Category	Activity	Sciences / Engineering / Agriculture / Medical / Veterinary Sciences	Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management	Maximum score for University / College teacher*
III (A)	Research Papers published in:	Refereed Journals as notified by the UGC	Refereed Journals as notified by the UGC	15 per Publication
		Other Reputed Journals as notified by the UGC	Other Reputed Journals as notified by the UGC	10 per Publication
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference Books by International Publishers as notified by the UGC	Text/Reference Books by International Publishers as notified by the UGC	30 per Book for Single Author
		Subject Books by National level publishers as identified by the UGC or State / Central Govt. Publications	Subject Books by National level publishers as identified by the UGC or State / Central Govt. Publications	20 per Book for Single Author
		Subject Books by Other local publishers as identified by the UGC	Subject Books by Other local publishers as identified by the UGC	15 per Book for Single Author
		Chapters in Books published by National and International level publishers as identified by the UGC	Chapters in Books published by National and International level publishers identified by the UGC	International – 10 per Chapter National – 5 per Ch
III (C)	RESEARCH PROJECTS			
III (C) (i)	Sponsored Projects	(a) Major Projects with grants above Rs. 30.0 lakhs	Major Projects with grants above Rs. 5.0 lakhs	20 per Project
		(b) Major Projects with grants above Rs. 5.0 lakhs up to Rs. 30.0 lakhs	Major Projects with grants above Rs. 3.0 lakhs up to Rs. 5.0 lakhs	15 per Project
		(c) Minor Projects with grants above Rs. 1.00 lakh up to Rs. 5 lakhs	Minor Projects with grants above Rs. 1.0 lakh up to Rs. 3 lakhs	10 per Project
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.10.00 lakhs	Amount mobilized with a minimum of Rs. 2.0 lakhs	10 for every Rs.10.0 lakhs and Rs.2.0 lakhs, respectively

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

III (C) (iii)	Projects Outcome / Outputs	Patent / Technology transfer / Product / Process	Major Policy document of Central / State Govt. Bodies prepared	30 for each International / 20 for each for national level output or patent or major policy document
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III (D)	RESEARCH GUIDANCE			
III(D)(i)	M.Phil.	Degree awarded	Degree awarded	5 per candidate
III(D) (ii)	Ph.D.	Degree awarded	Degree awarded	15 per candidate
		Thesis submitted	Thesis submitted	10 per candidate
III E	Fellowships, Awards and Invited lectures delivered in conferences / seminars			
III(E) (i)	International Award/Fellowship		International Award / Fellowship	15 per Award / 15 per Fellowship
	National Award/Fellowship		National Award/Fellowship	10 per Award / 10 per Fellowship
	State/University level Award		State/University level Award	5 Per Award
III(E) (ii)	Invited lectures / papers	International	International	7 per lecture / 5 per paper presented
		National level	National level	5 per lecture / 3 per paper presented
		State/University level	State/University level	3 per lecture / 2 per paper presented
	The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period			
III(F)	Development of e-learning delivery process/material			10 per module

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

APPENDIX - III TABLE - II (A)

MINIMUM APIS AS PROVIDED IN APPENDIX - III TABLE I TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN UNIVERSITY DEPARTMENTS AND COLLEGES, AND WEIGHTAGES FOR EXPERT ASSESSMENT

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Category	Activity	Assistant Professor / equivalent cadres: (Stage 1 to Stage 2)	Assistant Professor / equivalent cadres: (Stage 2 to Stage 3)	Assistant Professor (Stage 3) to Assoc. Professor/equivalent cadres (Stage 4)	Associate Professor (Stage 4) to Professor /equivalent cadres (Stage 5)	Professor (Stage 5) to Professor (Stage 6)
I	Teaching-learning, Evaluation Related Activities	80/Year	80/year	75/year	70/year	70/year
II	Professional Development and Extension activities - Minimum score required to be assessed	50 / Assessment period	50 / Assessment period	50 / Assessment period	50 / Assessment period	100 / Assessment period
	cumulatively					
III	Research and Academic Contributions- Minimum Score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period)	75 / Assessment period	100 / Assessment period	400 / Assessment period
II + III	Minimum total API score under Categories II and III*	90 / Assessment period	120 / Assessment period)	150 / Assessment period	180 / Assessment period	600 / Assessment period
IV	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee	Selection Committee	Expert Committee

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening Committee to verify API scores	30% - Research Contribution 50% - Assessment of domain knowledge & teaching practices. 20% - Interview performance	50% Research Contribution. 30% Assessment of domain knowledge & teaching practices. 20 % - Interview performance	50% Research Contribution. 50%- Performance evaluation and other credential by referral procedure
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* Teachers may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.

APPENDIX - III TABLE - II(B)

Minimum Scores for APIs for direct recruitment of teachers in university departments / Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

	Assistant Professor (Stage 1)	Associate Professor (Stage 4)	Professor (Stage 5)
Minimum API Scores	Minimum Qualification as stipulated in these regulations	Consolidated API score requirement of 300 points from categories II & III of APIs (cumulative)	Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative)
Selection Committee criteria / weightages (Total Weightages = 100)	(a) Academic Record and Research Performance (50%) (b) Assessment of Domain Knowledge & Teaching Skills (30%) (c) Interview performance (20%)	(a) Academic Background (20%) (b) Research performance based on API score and quality of publications (40%) (c) Assessment of Domain Knowledge and Teaching Skills (20%) (d) Interview performance: (20%)	(a) Academic Background (20%) (b) Research performance based on API score and quality of publications (40%). (c) Assessment of Domain knowledge and Teaching Skills (20%). (d) Interview performance:(20%)

APPENDIX-III - TABLE: III

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN UNIVERSITIES AND COLLEGES

S.No.	Promotion of Teachers through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant Professor/ equivalent cadres from Stage 1 to Stage 2	Assistant Professor in Stage 1 and completed four years of service with Ph.D. or five years of service who are with M.Phil / PG Degree in Professional Courses such as LLM, M.Tech, M.V.Sc., M.D., or six years of service who are without Ph.D/ M.Phil / PG Degree in Professional courses	(i) Minimum cumulative API scores using PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). (ii) One Orientation and one Refresher / Research Methodology Course of 2/3 weeks duration. (i) Screening cum Verification process for recommending promotion.
2.	Assistant Professor/ equivalent cadres from Stage 2 to Stage 3	Assistant Professor with completed service of five years in Stage 2.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II(A) (ii) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 week duration. (iii) Screening cum Verification process for recommending promotion.
3.	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Assistant Professors with three years of completed service in Stage 3.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). (ii) At least three publications in the entire period as Assistant Professor (twelve years). However, in the case of College teachers, an exemption of one publication may be given to M. Phil. holders and an exemption of two publications may be given to Ph. D. holders. (iii) One course / programme from among the categories of methodology workshops, Training, Teaching-Learning - Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of minimum one week duration. (iv) A selection committee process as stipulated in the regulation and in Tables II(A).

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

4.	Associate Professor (Stage 4) to Professor (Stage 5)	Associate Professor with three years of completed service in Stage 4.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required. (ii) A minimum of five publications since the period that the teacher is placed in stage 3. (iii) A selection committee process as stipulated in the regulation and in Tables II (A).
5.	Professor (Stage 5) to Professor (Stage 6).	Professor with ten years of completed service (universities only)	(i) Minimum cumulative API scores for the assessment period as per the norms provided in Table II (A). (ii) Additional credentials are to be evidenced by: (a) postdoctoral research outputs of high standard; (b) awards / honours / recognitions / patents and IPR on products and processes developed / technology transfer achieved; and (c) Additional research degrees like D.Sc., D.Litt., LL.D., etc., (iii) A review process by an Expert Committee as stipulated in this regulation and in Tables II (A)..

APPENDIX- III TABLE VII

ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF ASSISTANT LIBRARIAN /DEPUTY LIBRARIAN IN UNIVERSITIES / FOR COLLEGE LIBRARIAN AND FOR DIRECT RECRUITMENT OF DEPUTY LIBRARIAN IN UNIVERSITIES.

Direct Work load and weightage to be given to different levels of Librarians

	Direct working hours per week	Weightage
Assistant Librarian/College Librarian	40	100
Deputy Librarian	36+4*	90
Librarian	32+8*	80

Based on the Librarian Cadre's self-assessment, API scores are proposed for (a) Library resources organisation and maintenance of books, journals, reports, Development, organisation and management of e-resources; User awareness and instruction programmes, (b) ICT and other new technologies' application for upgradation of library services and (c) Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms. The minimum API score required by Library Personnel from this category is different for different levels of promotion. The self assessment score should be based on objectively verifiable criteria. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

*** Hours spent on administrative responsibilities, innovation, upgradation of services, extension services etc.**

CATEGORY I: Procurement, organisation, and delivery of knowledge and information through Library services

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Nature of Activity	Assistant Director		Deputy Director		Director	
	Max. Score	Actual Score	Max. Score	Actual Score	Max. Score	Actual Score
<p>(a) Library resources organisation and maintenance of books, journals, reports; Provision of library reader-services, literature retrieval services to researchers and analysis of reports; Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc. (40 Points) Development, organisation and management of e-resources including their accessibility over Intranet / Internet, digitization of library resources, e-delivery of information, etc (15 Points) User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as eresources, OPAC; knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest learning resources, etc. (15 Points)</p>	70	Actual per hours spent academic year ÷ 20	60	Actual per hours spent academic year ÷ 20	55	Actual per hours spent academic year ÷ 20
<p>(b) ICT and other new technologies' application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security (technology based methods such as RFID,</p>	15	Actual hours spent per academic year ÷ 10	15	Actual hours spent per academic year ÷ 10	15	Actual hours spent per academic year ÷ 10
<p>CCTV), development of library management tools (software), Intranet management</p>						

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

(c).Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms	15	Actual hours spent per academic year \div 10	15	Actual hours spent per academic year \div 10	10	Actual hours spent per academic year \div 10
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CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the Librarian Cadre's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. The minimum API required for eligibility for promotion is 15. A list of items and scores is given below. The self-assessment score should be based on objectively verifiable criteria and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian / College Librarian to higher grades and selection committee for the promotion of Assistant Librarian to Deputy Librarian and Deputy Librarian to Librarian and for direct recruitment of Deputy Librarian and Librarian.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages without changing the minimum total API score required under this category.

Nature of Activity	Maximum API Score	Actual score
a) Student related co-curricular, extension and field based activities (such Cultural exchange and Library service Programmes (various level of extramural and intramural programmes); extension, library-literary work through different channels.	15	Actual hours spent per academic year \div 10
b) Contribution to Corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities.	15	Actual hours spent per academic year \div 10
c) Professional Development activities (such as participation in seminars, conferences, short term, e- library training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15	Actual hours spent per academic year \div 10

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the self-assessment, API scores are proposed for research and library contributions. The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable criteria and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian / College Librarian to higher grades and Selection Committee for the promotion of Assistant Librarian to Deputy

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Librarian and Deputy Librarian to Librarian and for direct recruitment of Deputy Librarian and Librarian.

Category	Activity	University/College Librarians	Max.score *
III (A)	Research Publications in	Refereed Journals as notified by the UGC	15 per Publication
		Other Reputed Journals as notified by the UGC	10 per Publication
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference Books by International Publishers as notified by UGC	30 per Book for Single Author
		Subject Books by National publishers as identified by the UGC or State / Central Govt. Publications	20 per Book for Single Author
		Subject Books by local publishers as identified by the UGC	15 per Book for Single Author
		Chapters in Books published by National and International level publishers identified by the UGC	International –10 per Chapter National – 5 per Chapter
III (C)	RESEARCH PROJECTS		
III (C) (i)	Sponsored Projects	Major Projects with grants above Rs. 5.0 lakhs	20 per Project
		Major Projects with grants above Rs.3.0 lakhs up to Rs.5.0 lakhs	15 per Project
		Minor Projects with grants above Rs. 1.0 lakh up to Rs.3 lakhs	10 per Project
III (C)(ii)	Consultancy Projects	Amount mobilized with a minimum of Rs. 2.0 lakhs	10 for every Rs.2.0 lakhs
III (C)(iii)	Projects Outcome / Outputs	Major Policy document of Central / State Govt. Bodies prepared	30 for each International / 20 for each for national policy document
III (D)	RESEARCH GUIDANCE		
III(D)(i)	M.Phil.	Degree awarded	5 per candidate
III(D)(ii)	Ph.D.	Degree awarded	15 per candidate
		Thesis submitted	10 per candidate
III E	Awards / Fellowships/Invited lectures delivered / papers presented in conferences / seminars		
III(E) (i)	Award / Fellowship	International Award/Fellowship from Govt./Reputed Organisation	15 per Award / 15 per Fellowship
	Award / Fellowship	International Award/Fellowship from Govt./Reputed Organisation	10 per Award / 10 per Fellowship
	Award	International Award/Fellowship from Govt./Reputed Organisation	5 Per Award
III(E) (ii)	Invited lectures / papers presented	International	7 per lecture / 5 per paper presented
		National level	5 per lecture / 3 per paper presented
		State/University level	3 per lecture / 2 per paper presented

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

	The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period	
III(E) (iii)	Development of e-delivery process/material	10 per module

* Wherever relevant, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications/books shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor of the teacher would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

APPENDIX - III TABLE - VIII (A) MINIMUM APIs FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF ASSISTANT/COLLEGE LIBRARIAN AND DEPUTY LIBRARIAN AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES, IN UNIVERSITIES AND COLLEGES,

Category	Activity	Assistant / College Librarian (Stage 1 to Stage 2)	Assistant / College Librarian (Stage 2 to Stage 3)	Assistant/College Librarian (Stage 3) to Deputy/College Librarian (Stage 4)	Deputy Librarian (Stage 4) to Librarian (Stage 5)
I	Procurement, organisation, and delivery of knowledge and information through Library services	80/Year	80/year	75/year	70/year
II	Professional Development and Extension activities - Minimum score required to be assessed	50/ Assessment period	50 / Assessment period	50 / Assessment period	50 / Assessment period
	cumulatively				
III	Research and Academic Contributions – Minimum Score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period)	75 / Assessment period	100 / Assessment period
II + III	Minimum total API score under Categories II and III*	90 / Assessment period	120 / Assessment period)	150 / Assessment period	180 / Assessment period

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50))	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Library related research papers evaluation 50% - Assessment of domain knowledge on Library automation and Organisational skills 20 % - Interview performance	50% Library publication work 30% Assessment of innovative Library service and organisation of digital library services 20% Interview performance

* One may score the balance points from either Category II or Category III to achieve the minimum score required under Category II+ III.

APPENDIX - III TABLE – VIII (B)

Minimum APIs and Other Norms for the Direct Recruitment of Librarian Positions in University Departments/Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

Minimum Norm / Criteria	Assistant University Librarian / College Librarian (Stage 1)	Deputy Librarian in universities (Stage 4)	Librarian (university only) (Stage 5)
API score (Research and Academic Contribution - Category III)	Minimum Qualification as stipulated in the regulations	Consolidated API score requirement of 300 points from categories II & III of APIs (cumulative)	Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative)
Selection Committee criteria/weightages (Total weightage = 100)	(a) Teaching / computer and communication skills by a Lecture demonstration (50%) (b) Record of Library management skills (20%) (c) Interview performance (30%)	(a) Library related Research / Theme papers (3 Nos) Evaluation: (50%) (b) Library automation skills and Organisational Plans (20%) (c) Interview performance (30%)	(a) Library Research papers (Five) evaluation (60%) (b) organisational track record of innovation library service and vision plan (20%) (c) Interview performance (20%)

APPENDIX-III - TABLE IX

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF LIBRARIAN CADRES IN UNIVERSITIES AND COLLEGES

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Sl.No.	Promotion of Librarian Cadres through CAS	Service (as prescribed by the MHRD Notification) requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant Librarian/ College Librarian to Assistant Librarian (Senior Scale) /	Assistant Librarian/ College Librarian completed four years of service in Stage 1	(i) Minimum API scores using PBAS scoring proforma developed by the university as per the norms provided in Table VIII (A) of Appendix III for Librarian cadres in universities and for college Librarian cadres.
	College Librarian (Senior Scale) (Stage 1 to Stage 2)	with Ph.D. or five years of service with M.Phil. or six years of service without Ph.D./ M.Phil	(II) One Orientation and one Refresher Course of 3/4 weeks duration (i) Screening cum Verification process for recommending promotion.
2.	Assistant Librarian (senior scale) / College Librarian (senior scale) to Assistant Librarian (selection grade) / College Librarian (selection grade) (Stage 2 to Stage 3)	Assistant Librarian (senior scale) / College Librarian (senior scale) with completed service of five years in Stage 2	(i) Minimum API scores using the PBAS scoring proforma developed by University as per the norms provided in Table VIII (A) of Appendix III for Librarian Cadres in universities and for college librarian cadres. (ii) Additionally, two refresher courses, for a minimum period of 3 to 4 week duration to have been undergone during the assessment period. (iii) Screening cum Verification process for recommending promotion.
3.	Assistant Librarian (Selection Grade) / College Librarian (Selection Grade) to Deputy Librarian / College Librarian (Selection Grade) (Stage 3 to Stage 4)	Deputy Librarian / Assistant Librarian (Selection Grade) / College Librarian (Selection Grade) with three years of completed service in Stage 3.	(i) Minimum API scores using the PBAS scoring proforma developed by university as per the norms provided in Table VIII (A) of Appendix III. Three publications over twelve years. In Colleges, an exemption of one publication will be given to M. Phil holders and two publications to Ph. D. Holders. (ii) Additionally one course/training under the categories of Library automation / Analytical tool Development for academic documentation. (iii) A selection committee process as stipulated in the Regulation and in Table VIII (A)
4.	University Librarian (Stage 5) (For universities only)	Deputy Librarian in universities with three years of completed service in Stage 4.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table VIII (A). Librarians may combine two assessment periods (in Stages 3 and 4) to achieve minimum API scores, if required. (ii) A minimum of five publications since the period that the teacher is placed in stage 3 (iii) Evidence of innovative library service and organisation of published work. (iv) A selection committee process as stipulated in the regulation and in Table VIII (A)

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Note: The explanatory note provided for Table IIA for CAS for teachers is also applicable for the Librarian cadres as per the API score specified for this cadre.

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University Grants Commission
(Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (4th Amendment), Regulations, 2016.

New Delhi, the 11th July, 2016

No.F.1-2/2016(PS/Amendment) -In exercise of the powers conferred under clauses (e) and (g) of sub-section (1) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby frames the following amendment Regulations, namely :-

1. Short title, application and commencement:

- 1.1 These Regulations may be called the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) **(4th Amendment)**, Regulations, 2016.
- 1.2 They shall apply to every University established or incorporated by or under a Central Act, Provincial Act or a State Act, every institution including a constituent or an affiliated College recognized by the Commission, in consultation with the University concerned under clause (f) of Section 2 of the University Grants Commission Act, 1956 (3 of 1956) and every Institution Deemed to be a University under Section 3 of the said Act.
- 1.3 They shall come into force with immediate effect from the date of their publication in the Official Gazette.

2. The following regulations in the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of standards in higher education) Regulations, 2010 shall stand amended and be read as under:-

Regulation	Existing provisions in Principal Regulations on Minimum Qualifications for	Amended provisions in principal Regulations on Minimum Qualifications for
	Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010	Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010
3.4.1	A relaxation of 5% may be provided at the graduate and Master's level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.	A relaxation of 5% may be provided at the graduate and Masters level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) / Other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

8.2.1 of Schedule for clause 6.8.0	The posts of Vice-Chancellor shall carry a fixed pay of Rs.75,000/- along with a special pay of Rs.5,000/- per month. All other eligibility and facilities for the Vice-Chancellor as provided in the Act/Statutes of the University concerned shall be applicable besides the pay.	The post of Vice-Chancellor shall carry a fixed pay of Rs.75,000/- along with a special allowance of Rs.5,000/- per month. All other eligibility and facilities for the Vice-Chancellor as provided in the Act/Statutes of the University concerned shall be applicable besides the pay.
5.1.6 (d)	The term of appointment of the College Principal shall be FIVE years with eligibility for reappointment for one more term only after a similar Selection Committee process.	The term of appointment of the College Principal shall be five years with eligibility for reappointment for one more term only after a similar Selection Committee process which shall take into account an external peer review, its recommendations and its outcomes. The framework of the external peer review shall be specified by the UGC.
6.0.5(i)	Besides the indexed publications documented by various discipline-specific databases, the University concerned shall draw through committee(s) of subject experts and ISBN/ISSN experts : (a) a comprehensive list of National/Regional level journals of quality in the concerned subject(s); and (b) a comprehensive list of Indian language journals/periodicals/official publication volumes of language bodies and upload them on the University website which are to be updated periodically.	The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the "List of Journals" notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suomotu, recommend journals for inclusion in the "List of Journals".

3. The proviso prescribed under Regulation 3.3.1, 4.4.1, 4.4.2, 4.4.2.2, 4.4.2.3, 4.5.3 and 4.6.3 in the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of standards in higher education) (3th Amendment) Regulations, 2016 regarding exemption to the candidates registered for Ph.D. programme prior to July 11, 2009 shall stand amended and be read as under:-

“Provided further, the award of degree to candidates registered for the M.Phil/Ph.D programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ Bylaws/Regulations of the Institutions awarding the degree and the Ph.D candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:-

- a) Ph.D. degree of the candidate awarded in regular mode only;
 - b) Evaluation of the Ph.D. thesis by at least two external examiners;
 - c) Open Ph.D. viva voce of the candidate had been conducted;
 - d) Candidate has published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;
 - e) Candidate has made at least two presentations in conferences/seminars, based on his/her Ph.D work.
- (a) to (e) as above are to be certified by the Vice-Chancellor/Pro-Vice-Chancellor/ Dean(Academic Affairs)/Dean(University instructions).”

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

4. The second proviso prescribed under Regulation 6.0.1 in the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of the standards in higher education) **(2nd Amendment)** Regulations, 2013 shall be substituted with the following: -
“Provided also that the API score claim of each of the sub-categories in the Category III (Research and Academic Contributions) shall not have a cap except for the sub-category of invited lectures/papers.”
As a consequence, the table at Regulation 6.0.1 of the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of the standards in higher education) (2nd Amendment) Regulations, 2013 stands deleted.
5. Student Feedback is an integral part of the institutional and academic development of higher educational institutions and in fostering quality. Student feedback and teacher response plays a catalytic role towards improvement in teaching-learning and institutional development. Feedback from students on teaching, delivery, methodology and pedagogy is pivotal with a view to enhancing clarity of concepts, subject understanding and developing and deepening an interest in the academic discipline. Universities and Colleges should encourage teachers to assist students in providing constructive feedback on teaching-learning in order to enhance quality education and in responding to the feedback.
6. Tables-I,II(A),II(B),III,IV,V(A),V(B),VI,VII,VIII(A), VIII(B) and IX of Appendix-III of the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of standards in higher education) **(3th Amendment)** Regulations, 2016 shall be substituted with Appendix-III : Tables-I,II(A),II(B),III,IV,V(A),V(B),VI,VII,VIII(A), VIII(B) and IX appended to these 4th Amendment Regulations.

Prof. (Dr.) JASPAL SINGH SANDHU, Secy.

[ADVT III/4/Exty./113(165)]

APPENDIX – III: TABLE I ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS FOR ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR AND PROFESSOR AND FOR DIRECT RECRUITMENT OF ASSOCIATE PROFESSOR AND PROFESSOR IN UNIVERSITIES AND COLLEGES.

	Direct Teaching Hours per week
Assistant Professor	16
Associate Professor	14
Professor	14

Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; domain knowledge; (b) participation in examination and evaluation; and (c) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is different for different levels of promotion. The self- assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Category	Nature of Activity	Assistant Professor		Associate Professor		Professor	
		Max. Score	Actual Score	Max. Score	Actual Score	Max. Score	Actual Score
I	a. Direct Teaching	70	Actual hours spent per	60	Actual hours spent per	60	Actual hours spent per
			academic year $\div 7.5$		academic year $\div 7.75$		academic year $\div 7.75$
	b. Examination duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment	20	Actual hours spent per academic year $\div 10$	20	Actual hours spent per academic year $\div 10$	10	Actual hours spent per academic year $\div 10$
	c. Innovative Teaching - learning methodologies, updating of subject contents/courses, mentoring etc.	10	Actual hours spent per academic year $\div 10$	15	Actual hours spent per academic year $\div 10$	20	Actual hours spent per academic year $\div 10$

Note:

1. Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/Practicals /Project Supervision/Field Work. .
2. University may prescribe minimum cut-off, say 75%, below which no scores may be assigned in these sub-categories.
3. In consonance with established academic and teaching traditions, and with a view to reinforcing a student-centric and caring approach the teachers are encouraged to work with students, beyond the structure of classroom teaching. Indicatively, this could entail mentoring, guiding and counseling students. In particular teachers would be the best placed to identify and address the needs of students who may be differently abled, or require assistance to improve their academic performance, or to overcome a disadvantage. There are no prescribed hours for such efforts, measured either in weeks or months, or in the context and calculation of the API scores, these are nevertheless important and significant activities that could be carried out by teachers.

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the teacher's self-assessment, Category II API scores are proposed for Professional development, cocurricular and extension activities; and related contributions. The minimum API required by teachers for eligibility for promotion is fixed in Table II (A). A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and selection committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages without changing the minimum total API score required under this category.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Category II	Nature of Activity	Maximum API Score	Actual score
a.	Student related co-curricular, extension and field based activities. Discipline related co-curricular activities (e.g. remedial classes, career counselling, study visit, student seminar and other events.) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)	15	Actual hours spent per academic year ÷ 10
b.	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. i). Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) ii). Participation in Board of Studies, Academic and Administrative Committees	15	Actual hours spent per academic year ÷ 10
c.	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution)	15	Actual hours spent per academic year ÷ 10

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API scores required for teachers from this category are different for different levels of promotion in universities and colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and Selection Committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

Category	Activity	Faculty of Sciences / Engineering / Agriculture/ Medical / Veterinary Sciences	Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management	Maximum score for University / College teacher*
III (A)	Research Papers published in:	Refereed Journals as notified by the UGC#	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals as notified by the UGC#	Other Reputed Journals as notified by the UGC #	10 per Publication
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	30 per Book for Single Author
		Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	20 per Book for Single Author
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	15 per Book for Single Author

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	International –10 per Chapter National – 5 per Chapter
III (C)	RESEARCH PROJECTS			
III (C) (i)	Sponsored Projects	(a) Major Projects with grants above Rs. 30 lakhs	Major Projects with grants above Rs. 5 lakhs	
		(b) Major Projects with grants above Rs. 5 lakhs up to Rs. 30 lakhs	Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	
		(c) Minor Projects with grants above Rs. 1 lakh up to Rs. 5 lakhs	Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs	
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.10 lakhs	Amount mobilized with a minimum of Rs. 2 lakhs	
III (C) (iii)	Projects Outcome / Outputs	Patent / Technology transfer / Product / Process	Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies	
III (D)	RESEARCH GUIDANCE			
III(D)(i)	M.Phil.	Degree awarded	Degree awarded	
III(D) (ii)	Ph.D.	Degree awarded / Thesis submitted	Degree awarded / Thesis submitted	
III E	Fellowships, Awards and Invited lectures delivered in conferences / seminars			
III(E) (i)	Fellowships/ Awards	International Award/Fellowship from academic bodies	International Award / Fellowship from academic bodies/associations	
		National Award/Fellowship from academic bodies	National Award/Fellowship from academic bodies/associations	
		State/University level Award from academic bodies	State/University level Award from academic bodies/associations	
III(E) (ii)	Invited lectures / papers	International	International	
		National level	National level	
		State/University level	State/University level	
	The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period			
III(F)	Development of e-learning delivery process/material			

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal/ corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the “List of Journals” notified by the UGC. The UGC Standing Committee shall

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo-moto, recommend journals for inclusion in the “List of Journals”. The clause 6.0.5 (i) will be strictly followed by the University.

APPENDIX - III TABLE - II (A) MINIMUM APIS AS PROVIDED IN APPENDIX - III TABLE I TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN UNIVERSITY DEPARTMENTS AND COLLEGES, AND WEIGHTAGES FOR EXPERT ASSESSMENT

Category	Activity	Assistant Professor / equivalent	Assistant Professor / equivalent	Assistant Professor (Stage 3) to Assoc. Professor/ equivalent	Associate Professor (Stage 4) to O	Professor (Stage 5) to
		cadres: (Stage 1 to Stage 2)	cadres: (Stage 2 to Stage 3)	cadres (Stage 4)	Professor / equivalent cadres (Stage 5)	Professor (Stage 6)
I	Teaching-learning, Evaluation Related Activities	80/Year	80/year	75/year	70/year	70/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50 / Assessment period	50 / Assessment period	50 / Assessment period	50 / Assessment period	100 / Assessment period
III	Research and Academic Contributions - Minimum Score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period	75 / Assessment period	100 / Assessment period	400 / Assessment period
II + III	Minimum total API score under Categories II and III*	90 / Assessment period	120 / Assessment period	150 / Assessment period	180 / Assessment period	600 / Assessment period
IV	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee	Selection Committee	Expert Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening Committee to verify API scores	30% - Research Contribution 50% - Assessment of domain knowledge & teaching practices. 20% - Interview performance	50% - Research Contribution. 30% - Assessment of domain knowledge & teaching practices. 20% - Interview performance	50% - Research Contribution. 50% - Performance evaluation and other credential by referral procedure

* Teachers may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.

APPENDIX - III TABLE - II(B)

Minimum Scores for APIs for direct recruitment of teachers in university departments/ Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

	Assistant Professor (Stage 1)	Associate Professor (Stage 4)	Professor (Stage 5)
Minimum API	Minimum	Consolidated API score requirement	Consolidated API score
Scores	Qualification as stipulated in these regulations	of 300 points from categories II & III of APIs (cumulative)	requirement of 400 points from categories II & III of APIs (cumulative)
Selection Committee criteria/ weightages (Total Weightages = 100)	Academic Record and Research Performance (50%) Assessment of Domain Knowledge & Teaching Skills (30%) Interview performance (20%)	Academic Background (20%) Research performance based on API score and quality of publications (40%) Assessment of Domain Knowledge and Teaching Skills (20%) Interview performance: (20%)	Academic Background (20%) Research performance based on API score and quality of publications (40%). Assessment of Domain knowledge and Teaching Skills (20%). Interview performance:(20%)

APPENDIX-III - TABLE: III MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN UNIVERSITIES AND COLLEGES

S.No.	Promotion of Teachers through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant Professor/ equivalent cadres from Stage 1 to Stage 2	Assistant Professor in Stage 1 and completed four years of service with Ph.D. or five years of service who are with M.Phil / PG Degree in Professional Courses such as LLM, M.Tech, M.V.Sc., M.D., or six years of service who are without Ph.D/ M.Phil / PG Degree in Professional courses	Minimum cumulative API scores using PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). One Orientation and one Refresher / Research Methodology Course of 2/3 weeks duration. Screening cum Verification process for recommending promotion.
2.	Assistant Professor/ equivalent cadres from Stage 2 to Stage 3	Assistant Professor with completed service of five years in Stage 2.	Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II(A) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 week duration. Screening cum Verification process for recommending promotion.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

3.	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Assistant Professors with three years of completed service in Stage 3.	Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). At least three publications in the entire period as Assistant Professor (twelve years). However, in the case of College teachers, an exemption of one publication may be given to M. Phil. holders and an exemption of two publications may be given to Ph. D. holders. One course / programme from among the categories of methodology workshops, Training, Teaching-Learning - Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of minimum one week duration. A selection committee process as stipulated in the regulation and in Tables II(A).
4.	Associate Professor (Stage 4) to Professor (Stage 5)	Associate Professor with three years of completed service in Stage 4.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required. A minimum of five publications since the period that the teacher is placed in stage 3. A selection committee process as stipulated in the regulation and in Tables II (A).
5.	Professor (Stage 5) to Professor (Stage 6).	Professor with ten years of completed service (universities only)	Minimum cumulative API scores for the assessment period as per the norms provided in Table II (A). Additional credentials are to be evidenced by: (a) postdoctoral research outputs of high standard; (b) awards / honours / recognitions / patents and IPR on products and processes developed / technology transfer achieved; and (c) Additional research degrees like D.Sc., D.Litt., LL.D., etc., A review process by an Expert Committee as stipulated in this regulation and in Tables II (A)..

APPENDIX – III: TABLE IV

ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT SCHEME(CAS) PROMOTIONS OF ASSISTANT DIRECTOR OF PHYSICAL EDUCATION & SPORTS AND FOR COLLEGE DIRECTOR OF PHYSICAL EDUCATION & SPORTS AND FOR DIRECT RECRUITMENT OF DEPUTY DIRECTOR AND DIRECTOR OF PHYSICAL EDUCATION & SPORTS IN UNIVERSITIES.

Direct Workload and weightage to be given to different levels of Physical Education Personnel

	Direct working hours per week	Weightage
Assistant Director of Physical Education	40	100
Deputy Director of Physical Education	36+4*	90
Director of Physical Education	32+8*	80

Based on the Physical Education Personnel's self-assessment, API scores are proposed for (a) Lecture cum practice based athlete / sports classes coaching and training related activities; (b) Organizing and conducting sports and games competitions and management related activities; and (c) upgradation of sports infrastructure and extension services etc. The minimum API score required by Physical Education Personnel from this category is different for different levels of promotion. The self assessment score should be based on objectively verifiable records. It shall

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

***Hours spent on administrative responsibilities, innovation, upgradation of services, extension services etc.**

CATEGORY I: TEACHING, TRAINING, COACHING, SPORTS PERSON DEVELOPMENT AND SPORTS MANAGEMENT ACTIVITIES

Nature of Activity	Assistant Director / College Director		Deputy Director		Director	
	Max. Score	Actual Score	Max. Score	Actual Score	Max. Score	Actual Score
a) Lecture cum practice based athlete / sports classes, seminars undertaken as per allotted hours /organizing and conducting coaching camps / sports person development / training programmes (50 Points) Identifying sports talents and Mentoring sports excellence among students (20 Points) Development and maintenance of play fields, purchase and maintenance of other sports facilities (10 Points)	80	Actual hours spent per academic year ÷ 17.5	70	Actual hours spent per academic year ÷ 17.25	60	Actual hours spent per academic year ÷ 16.75
b) Management of Physical Education & Sports Program for students (planning, executing and evaluating the policies in physical education & Sports) (10 Points) Organizing and conducting sports and games competitions at the International / National / State/ Inter University/Inter Zonal Levels (10 Points)	10	Actual hours spent per academic year ÷ 10	10	Actual hours spent per academic year ÷ 10	10	Actual hours spent per academic year ÷ 10
c) Upgradation of scientific and technological knowledge in Physical Education and Sports (10 Points) Extending services, sports facilities and training on holidays to the institutions and organizations (10 Points)	10	Actual hours spent per academic year ÷ 10	10	Actual hours spent per academic year ÷ 10	10	Actual hours spent per academic year ÷ 10

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the Physical Education Cadre's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Director of Physical Education / College Director of Physical Education & Sports to higher grades and selection committee for the promotion of Assistant DPE&S to Deputy DPE&S and for direct recruitment of Deputy DPE&S and DPE&S.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages without changing the minimum total API score required under this category.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Nature of Activity	Maximum API Score	Actual score
a) Student related co-curricular, extension and field based activities Discipline related co-curricular activities (Cultural, Sports, NSS, NCC etc.) (various levels of intramural and extramural programmes) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)	15	Actual hours spent per academic year ÷ 10
b) Contribution to Corporate life and management of the sports units and institution through participation in sports and administrative committees and responsibilities(including as Principal / Director / Convener / similar other duties that require regular office hrs for its discharge)	15	Actual hours spent per academic year ÷ 10
c) Professional Development activities (such as participation in seminars, conferences, short term training courses, camps & events, talks, lectures in refresher / faculty development courses, membership of associations, dissemination and general articles and any other contribution)	15	Actual hours spent per academic year ÷ 10

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the self-assessment, API scores are proposed for research and sports contributions. The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Director of Physical Education & Sports to higher grades and Selection Committee for the promotion of Assistant Director of Physical Education & Sports to Deputy Director of Physical Education & Sports and for direct recruitment of Deputy Director of Physical Education & Sports and Director of Physical Education & Sports.

Category	Activity	Faculties of Physical Education& Sports	Max.score for University/College DPE*
III (A)	Research Publications in	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals as notified by the UGC#	10 per Publication
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	30 per Book for Single Author
		Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	20 per Book for Single Author
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	15 per Book for Single Author
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	1 International –10 per Chapter National – 5 per Chapter
III (C)	RESEARCH PROJECTS		
III (C) (i)	Sponsored Projects	Major Projects with grants above Rs. 5 lakhs	20 per Project
		Major Projects with grants above Rs.3 lakhs up to Rs.5 lakhs	15 per Project
		Minor Projects with grants above Rs. 1 lakh up to Rs.3 lakhs	10 per Project

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

III (C)(ii)	Consultancy Projects	Amount mobilized with a minimum of Rs. 2 lakhs	10 for every Rs.2 lakhs
III (C)(iii)	Projects Outcome / Outputs	Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies	Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5
III (D)	RESEARCH GUIDANCE		
III(D)(i)	M.Phil.	Degree awarded	5 per candidate
III(D)(ii)	Ph.D.	Degree awarded / Thesis submitted	15 / 10 per candidate 10 per candidate
III E	Awards / Fellowships/ Invited lectures delivered/ papers presented in conferences / seminars		
III(E) (i)	Award / Fellowship	International Award/Fellowship from Govt./recognized International Sports Bodies/ International Sports Organizations	15 per Award / 15 per Fellowship
	Award / Fellowship	National Award/Fellowship from Govt./recognized National Sports Bodies/National Sports Organizations	10 per Award / 10 per Fellowship
	Award /Fellowship	State / University Award/Fellowship from Govt./recognized State Sports Bodies/State Sports Organizations	5 Per Award
III(E) (ii)	Invited lectures/ papers presented	International	7 per lecture / 5 per paper presented
		National level	5 per lecture / 3 per paper presented
		State/University level	3 per lecture / 2 per paper presented
	The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period		
III(E)	Development of e-learning delivery process/material		10 per module
(iii)			

* Wherever relevant, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications/books shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor of the teacher would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the “List of Journals” notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo-moto, recommend journals for inclusion in the “List of Journals”. The clause 6.0.5 (i) will be strictly followed by the University.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

APPENDIX - III TABLE - V (A) MINIMUM APIs AS PROVIDED IN APPENDIX - III TABLE I TO BE APPLIED FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF ASSISTANT/COLLEGE DIRECTOR AND DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES, IN UNIVERSITIES AND COLLEGES

Category	Activity	Assistant / College Director of Physical Education (Stage 1 to Stage 2)	Assistant / College Director of Physical Education (Stage 2 to Stage 3)	Assistant/College Director of Physical Education(Stage 3) to Deputy/College Director of Physical Education (Stage 4)	Deputy Director of Physical Education (Stage 4) to Director of Physical Education (Stage 5)
I	Teaching, training, coaching, sports person development and sports management activities	80/Year	80/year	75/year	70/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50/ Assessment period	50 / Assessment period	50 / Assessment period	50 / Assessment period
III	Research and Academic Contributions - Minimum score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period)	75 / Assessment period	100 / Assessment period
II + III	Minimum total API score under Categories II and III*	90 / Assessment period	120 / Assessment period)	150 / Assessment period	180 / Assessment period
	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening Committee to verify API scores	30%- Research contribution 50% - Assessment of domain knowledge & teaching practices. 20%- Interview performance	50%- Research contribution. 30%- Assessment of domain knowledge and teaching practices. 20 %- Interview performance

*** One may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.**

APPENDIX - III TABLE - V(B)

Minimum Scores for APIs for direct recruitment of Physical Education Cadres in Universities / Colleges, and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

	Assistant DPE (Stage 1)	Deputy DPE (Stage 4)	DPE (Stage 5)
Minimum API Scores	Minimum Qualification as stipulated in the regulations	Consolidated API score requirement of 300 points from categories II & III of APIs (cumulative)	Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative)
Selection Committee criteria / weightages (Total Weightages = 100)	Track Record of championship won (30%) Sports and athletic skills (40%) c) Interview performance (30%)	Research papers (3 nos) evaluation:(40%) Organisational skills / Plans of sports (30%) Interview performance (30%)	Research papers (5 nos) evaluation (50%) Organisational track vision plan: (25%) Interview performance (25%)

APPENDIX-III - TABLE VI MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF PHYSICAL EDUCATION CADRES IN UNIVERSITIES AND COLLEGES

Sl.No.	Promotion of Physical Education Cadres through CAS	Service (as prescribed by the MHRD Notification) requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant DPE/ College DPE to Assistant DPE (Senior Scale) / College DPE (Senior Scale) (Stage 1 to Stage 2)	Assistant DPE / College DPE completed four years of service in Stage 1 with Ph.D. or five years of service with M.Phil. or six years of service without Ph.D./ M.Phil	Minimum cumulative API scores using PBAS scoring proforma developed by the UGC as per the norms provided in Table V (A). One Orientation and one Refresher / Research Methodology Course of 3/4 weeks duration. Screening cum Verification process for recommending promotion.
2.	Assistant DPE (senior scale) / College DPE (senior scale) to Deputy DPE / Assistant DPE (selection grade) / College DPE (selection grade) (Stage 2 to Stage 3)	Assistant DPE (senior scale) College DPE (senior scale) with completed service of five years in Stage 2	Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table V(A) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 3/4 week duration. Screening cum Verification process for recommending promotion.
3.	Assistant DPE (Selection Grade) / College DPE (Selection Grade) to Deputy DPE / College DPE (Selection Grade) (Stage 3 to Stage 4).	Assistant DPE (Selection Grade) / College DPE (Selection Grade) with three years of completed service in Stage 3.	Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table V(A). At least three publications in the entire period as Assistant/ College DPE (twelve years). However, in the case of College DPE, an exemption of one publication may be given to M. Phil. holders and an exemption of two publications may be given to Ph. D. holders. (iii) Evidence of having produced teams / athletes
			(iv) A selection committee process as stipulated in the regulation and in Tables V(A).

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

4.	University DPE (Stage 5) (For universities only)	Deputy DPE in universities with three years of completed service in Stage 4.	Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table V(A). Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required. A minimum of five publications since the period the personnel is placed in stage 3 Evidence of having produced. teams / athletes A selection committee process as stipulated in the regulation and in Tables V(A).
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Note: The explanatory note provided for Table IIA for CAS for teachers is also applicable for the Physical Director cadres as per the API score specified for this cadre.

APPENDIX- III TABLE VII

ACADEMIC PERFORMANCE INDICATORS (API) FOR PROMOTIONS OF ASSISTANT LIBRARIAN IN UNIVERSITIES / FOR COLLEGE LIBRARIAN UNDER CAREER ADVANCEMENT SCHEME (CAS) AND FOR DIRECT RECRUITMENT OF DEPUTY LIBRARIAN AND LIBRARIAN IN UNIVERSITIES.

Direct Work load and weightage to be given to different levels of Librarians

	Direct working hours per week	Weightage
Assistant Librarian/College Librarian	40	100
Deputy Librarian	36+4*	90
Librarian	32+8*	80

Based on the Librarian Cadre's self-assessment, API scores are proposed for (a) Library resources organization and maintenance of books, journals, reports, Development, organization and management of e-resources; User awareness and instruction programmes, (b) ICT and other new technologies' application for upgradation of library services and (c) Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms. The minimum API score required by Library Personnel from this category is different for different levels of promotion. The self assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

***Hours spent on administrative responsibilities, innovation, upgradation of services, extension services etc.**

CATEGORY I: Procurement, organization, and delivery of knowledge and information through Library services

Nature of Activity	Univ.Assistant Librarian/College Librarian		Deputy Librarian		Librarian	
	Max. Score	Actual Score	Max. Score	Actual Score	Max. Score	Actual Score
a) Library resources organization and maintenance of books, journals, reports; Provision of library reader-services, literature retrieval services to researchers and analysis of reports; Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc. (40 Points) Development, organization and management of e-resources including their accessibility over Intranet/ Internet, digitization of library resources, e-delivery of information, etc (15 Points) User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as e-resources, OPAC; knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest learning resources, etc. (15 Points)	70	Actual hours spent per academic year ÷ 20	60	Actual hours spent per academic year ÷ 20	55	Actual hours spent per academic year ÷ 20
b) ICT and other new technologies' application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security (technology based methods such as RFID, CCTV), development of library management tools (software), Intranet management	15	Actual hours spent per academic year ÷ 10	15	Actual hours spent per academic year ÷ 10	15	Actual hours spent per academic year ÷ 10
c).Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms	15	Actual hours spent per academic year ÷ 10	15	Actual hours spent per academic year ÷ 10	10	Actual hours spent per academic year ÷ 10

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the Librarian Cadre's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. A list of items and scores is given below. The selfassessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian / College Librarian to higher grades and selection committee for the promotion of Assistant Librarian to Deputy Librarian and for direct recruitment of Deputy Librarian and Librarian.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages without changing the minimum total API score required under this category.

Nature of Activity	Maximum API Score	Actual score
a) Student related co-curricular, extension and field based activities (such Cultural exchange and Library service Programmes (various level of extramural and intramural programmes); extension, library-literary work through different channels.	15	Actual hours spent per academic year ÷ 10
b) Contribution to Corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities.	15	Actual hours spent per academic year ÷ 10
c) Professional Development activities (such as participation in seminars, conferences, short term, e- library training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15	Actual hours spent per academic year ÷ 10

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the self-assessment, API scores are proposed for research and library contributions. The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian / College Librarian to higher grades and Selection Committee for the promotion of Assistant Librarian to Deputy Librarian and for direct recruitment of Deputy Librarian and Librarian.

Category	Activity	University/College Librarians	Max.score *
III (A)	Research Publications in	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals as notified by the UGC#	10 per Publication
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	30 per Book for Single Author
		Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	20 per Book for Single Author
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	15 per Book for Single Author
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	International –10 per Chapter National – 5 per Chapter
III (C)	RESEARCH PROJECTS		
III (C) (i)	Sponsored Projects	Major Projects with grants above Rs. 5 lakhs	20 per Project
		Major Projects with grants above Rs.3 lakhs up to Rs.5 lakhs	15 per Project
		Minor Projects with grants above Rs. 1 lakh up to Rs.3 lakhs	10 per Project

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

III (C)(ii)	Consultancy Projects	Amount mobilized with a minimum of Rs. 2 lakhs	10 for every Rs.2 lakhs
III (C)(iii)	Projects Outcome / Outputs	Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies prepared	Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5
III (D)	RESEARCH GUIDANCE		
III(D)(i)	M.Phil.	Degree awarded	5 per candidate
III(D)(ii)	Ph.D.	Degree awarded / Thesis submitted	15 /10 per candidate
III E	Awards / Fellowships/Invited lectures delivered / papers presented in conferences / seminars		
III(E) (i)	Award / Fellowship	International Award/Fellowship from academic bodies/ associations	15 per Award / 15 per Fellowship
	Award / Fellowship	National Award/Fellowship academic bodies/ associations	10 per Award / 10 per Fellowship
	Award/Fellowship	State / University Award/Fellowship from academic bodies/associations	5 Per Award
III(E) (ii)	Invited lectures / papers presented	International	7 per lecture / 5 per paper presented
		National level	5 per lecture / 3 per paper presented
		State/University level	3 per lecture / 2 per paper presented
	The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period		
III(E) (iii)	Development of e-delivery process/material		10 per module

* Wherever relevant, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications/books shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor of the teacher would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the “List of Journals” notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo motu, recommend journals for inclusion in the “List of Journals”. The clause 6.0.5 (i) will be strictly followed by the University.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

APPENDIX - III TABLE - VIII (A) MINIMUM APIs FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF ASSISTANT/COLLEGE LIBRARIAN AND DEPUTY LIBRARIAN AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES, IN UNIVERSITIES AND COLLEGES

Category	Activity	Assistant/ College Librarian (Stage 1 to Stage 2)	Assistant/ College Librarian (Stage 2 to Stage 3)	Assistant/College Librarian (Stage 3) to Deputy/College Librarian (Stage 4)	Deputy Librarian (Stage 4) to Librarian (Stage 5)
I	Procurement, organization, and delivery of knowledge and information through Library services	80/Year	80/year	75/year	70/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50/ Assessment period	50 / Assessment period	50 / Assessment period	50 / Assessment period
III	Research and Academic Contributions – Minimum Score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period	75 / Assessment period	100 / Assessment period
II + III	Minimum total API score under Categories II and III*	90 / Assessment period	120 / Assessment period	150 / Assessment period	180 / Assessment period
	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee	Selection Committee
IV	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100.	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Library related research papers evaluation 50% - Assessment of domain knowledge on Library automation and	50% Library publication work 30% Assessment of innovative Library service and organization of digital library
	Minimum required 50))			Organizational skills 20 % - Interview performance	services 20% Interview performance

* One may score the balance points from either Category II or Category III to achieve the minimum score required under Category II+ III.

APPENDIX - III TABLE – VIII (B)

Minimum APIs and Other Norms for the Direct Recruitment of Librarian Positions in University Departments/Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

Minimum Norm / Criteria	Assistant University Librarian / College Librarian (Stage 1)	Deputy Librarian in universities (Stage 4)	Librarian (university only) (Stage 5)
API score (Research and Academic Contribution - Category III)	Minimum Qualification as stipulated in the regulations	Consolidated API score requirement of 300 points from categories II & III of APIs (cumulative)	Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative)
Selection Committee criteria/weightages (Total weightage = 100)	Teaching / computer and communication skills by a Lecture demonstration (50%) Record of Library management skills (20%) c) Interview performance(30%)	a) Library related Research / Theme papers (3 Nos) Evaluation: (50%) .b) Library automation skills and Organizational Plans (20%) .c) Interview performance (30%)	Library Research papers (Five) evaluation (60%) organizational track record of innovation library service and vision plan (20%) Interview performance (20%)

APPENDIX-III - TABLE IX MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF LIBRARIAN CADRES IN UNIVERSITIES AND COLLEGES

Sl.No.	Promotion of Librarian Cadres through CAS	Service (as prescribed by the MHRD Notification) requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant Librarian/ College Librarian to Assistant Librarian (Senior Scale) / College Librarian (Senior Scale) (Stage 1 to Stage 2)	Assistant Librarian/ College Librarian completed four years of service in Stage 1 with Ph.D. or five years of service with M.Phil. or six years of service without Ph.D./ M.Phil	(i) Minimum API scores using PBAS scoring proforma developed by the university as per the norms provided in Table VIII (A) of Appendix III for Librarian cadres in universities and for college Librarian cadres. (II) One Orientation and one Refresher Course of 3/4 weeks duration (iii) Screening cum Verification process for recommending promotion.
2.	Assistant Librarian (senior scale) / College Librarian (senior scale) to Assistant Librarian (selection grade) / College Librarian (selection grade) (Stage 2 to Stage 3)	Assistant Librarian (senior scale) / College Librarian (senior scale) with completed service of five years in Stage 2	(i) Minimum API scores using the PBAS scoring proforma developed by University as per the norms provided in Table VIII (A) of Appendix III for Librarian Cadres in universities and for college librarian cadres. (ii) Additionally, two refresher courses, for a minimum period of 3 to 4 week duration to have been undergone during the assessment period. (iii) Screening cum Verification process for recommending promotion.
3.	Assistant Librarian (Selection Grade) / College Librarian (Selection Grade)	Deputy Librarian / Assistant Librarian (Selection Grade) / College Librarian	(i) Minimum API scores using the PBAS scoring proforma developed by university as per the norms provided in Table VIII (A) of Appendix III. Three publications over twelve years. In Colleges, an exemption of one publication
	to Deputy Librarian / College Librarian (Selection Grade) (Stage 3 to Stage 4)	(Selection Grade) with three years of completed service in Stage 3.	will be given to M. Phil holders and two publications to Ph. D. Holders. Additionally one course/training under the categories of Library automation / Analytical tool Development for academic documentation. A selection committee process as stipulated in the Regulation and in Table VIII (A)
4.	University Librarian (Stage 5) (For universities only)	Deputy Librarian in universities with three years of completed service in Stage 4.	Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table VIII (A). Librarians may combine two assessment periods (in Stages 3 and 4) to achieve minimum API scores, if required. A minimum of five publications since the period that the teacher is placed in stage 3 Evidence of innovative library service and organization of published work. A selection committee process as stipulated in the regulation and in Table VIII (A)

Note: The explanatory note provided for Table IIA for CAS for teachers is also applicable for the Librarian cadres as per the API score specified for this cadre.

University Grants Commission
(Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018.

NOTIFICATION

New Delhi, the 18th July, 2018

No. F.1-2/2017(EC/PS).—In exercise of the powers conferred under clause (e) and (g) of sub-section(I) of Section 26 read with Section 14 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the “UGC Regulations on Minimum qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010” (Regulation No.F.3-1/2009 dated 30th June, 2010) together with all amendments made therein from time to time, the University Grants Commission, hereby, frames the following Regulations, namely:-

1. Short title, application and commencement:

- 1.1 These Regulations may be called the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018.
- 1.2 These shall apply to every University established or incorporated by or under a Central Act, Provincial Act or a State Act, every Institution including a Constituent or an affiliated College recognized by the Commission, in consultation with the University concerned under Clause (i) of Section 2 of the University Grants Commission Act, 1956 and every Institution deemed to be a University under Section 3 of the said Act.
- 1.3 These shall come into force from the date of notification.
2. The Minimum Qualifications for appointment and other service conditions of University and College teachers, Librarians, and Directors of Physical Education and Sports as a measure for the maintenance of standards in higher education, shall be as provided in the Annexure to these Regulations.
3. If any University contravenes the provisions of these Regulations, the Commission after taking into consideration the cause, if any, shown by the University for such failure or contravention, may withhold from the University, the grants proposed to be made out of the Fund of the Commission.

UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND OTHER MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION 2018

Minimum qualifications for the posts of Senior Professor, Professors and Teachers, and other Academic Staff in Universities and Colleges and revision of pay scales and other Service Conditions pertaining to such posts.

1.0 Coverage

These Regulations are issued for minimum qualifications for appointment and other service conditions of University and College teachers and cadres of Librarians, Directors of Physical Education and Sports for maintenance of standards in higher education and revision of pay-scales.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 1.1 For the purposes of direct recruitment to teaching posts in disciplines relating to university and collegiate education, inter alia in the fields of health, medicine, special education, agriculture, veterinary and allied fields, technical education, teacher education, norms or standards laid down by authorities established by the relevant Act of Parliament under article 246 of the Constitution for the purpose of co-ordination and determination of standards in institutions for higher education or research and scientific and technical institutions, shall prevail
 - i. Provided that where no such norms and standards have been laid down by any regulatory authority, UGC Regulations herein shall be applicable till such time as any norms or standards are prescribed by the appropriate regulatory authority.
 - ii. Provided further that for appointment to the post of Assistant Professor and equivalent positions pertaining to disciplines in which the National Eligibility Test (NET), conducted by the University Grants Commission or Council of Scientific and Industrial Research as the case may be, or State level Eligibility Test (SLET) or the State Eligibility Test (SET), conducted by bodies accredited by the UGC for the said purpose, qualifying in NET/SLET/SET shall be an additional requirement.
- 1.2 Every university or institution deemed to be University, as the case may be, shall as soon as may be, but not later than within six months of the coming into force of these Regulations, take effective steps for the amendment of the statutes, ordinances or other statutory provisions governing it, so as to bring the same in accordance with these Regulations.

2.0 Pay Scales, Pay Fixation, and Age of Superannuation

Pay scales as notified by the Government of India from time to time will be adopted by the University Grants Commission.

- 2.1 Subject to the availability of vacant positions and fitness, teachers such as Assistant Professor, Associate Professor, Professor and Senior Professor only, may be re-employed on contract appointment beyond the age of superannuation, as applicable to the concerned University, college and Institution, up to the age of seventy years.

Provided further that all such re-employment shall be strictly in accordance with the guidelines prescribed by the UGC, from time to time.

2.2 The date of implementation of the revision of pay shall be 1st January, 2016.

3.0 Recruitment and Qualifications

- 3.1 The direct recruitment to the posts of Assistant Professor, Associate Professor and Professor in the Universities and Colleges, and Senior Professor in the Universities, shall be on the basis of merit through an all-India advertisement, followed by selection by a duly-constituted Selection Committee as per the provisions made under these Regulations. These provisions shall be incorporated in the Statutes/Ordinances of the university concerned. The composition of such a committee shall be as specified in these Regulations.
- 3.2 The minimum qualifications required for the post of Assistant Professor, Associate Professor, Professor, Senior Professor, Principal, Assistant Librarian, Deputy Librarian, Librarian, Assistant Director of Physical Education and Sports, Deputy Director of Physical Education and Sports and Director of Physical Education and Sports, shall be as specified by the UGC in these Regulations.

3.3

- I. The National Eligibility Test (NET) or an accredited test (State Level Eligibility Test SLET/SET) shall remain the minimum eligibility for appointment of Assistant Professor and equivalent positions wherever provided in these Regulations. Further, SLET/SET shall be valid as the minimum eligibility for direct recruitment to Universities/Colleges/Institutions in the respective state only:

Provided that candidates who have been awarded a Ph.D. Degree in accordance with the University Grants

Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2009, or the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil/Ph.D. Degree) Regulation, 2016, and their subsequent amendments from time to time, as the case may be, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or any equivalent position in any University, College or Institution.

Provided further that the award of degree to candidates registered for the M.Phil/Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree. All such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:

- a) The Ph.D. degree of the candidate has been awarded in regular mode only;
- b) The Ph.D. thesis has been awarded by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- e) The candidate has presented at least two papers, based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

- II. The clearing of NET/SLET/SET shall not be required for candidates in such disciplines for which NET/SLET/SET has not been conducted.

- 3.4 A minimum of 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed) at the Master's level shall be the essential qualification for direct recruitment of teachers and other equivalent cadres at any level.

- I. A relaxation of 5% shall be allowed at the Bachelor's as well as at the Master's level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Other Backward Classes (OBC)(Non-creamy Layer)/Differentlyabled ((a) Blindness and low vision; (b) Deaf and Hard of Hearing; (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid-attack victims and muscular dystrophy; (d) Autism, intellectual disability, specific learning disability and mental illness; (e) Multiple disabilities from amongst persons under (a) to (d) including deaf-blindness) for the purpose of eligibility and assessing good academic record for direct recruitment. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based only on the qualifying marks without including any grace mark procedure.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 3.5. A relaxation of 5% shall be provided, (from 55% to 50% of the marks) to the Ph.D. Degree holders who have obtained their Master's Degree prior to 19 September, 1991.
- 3.6. A relevant grade which is regarded as equivalent of 55%, wherever the grading system is followed by a recognized university, at the Master's level shall also be considered valid.
- 3.7. The Ph.D. Degree shall be a mandatory qualification for appointment and promotion to the post of Professor.
- 3.8. The Ph.D. Degree shall be a mandatory qualification for appointment and promotion to the post of Associate Professor.
- 3.9. The Ph.D. Degree shall be a mandatory qualification for promotion to the post of Assistant Professor (Selection Grade/Academic Level 12) in Universities.
- 3.10. The Ph.D. Degree shall be a mandatory qualification for direct recruitment to the post of Assistant Professor in Universities with effect from 01.07.2021.
- 3.11. The time taken by candidates to acquire M.Phil. and / or Ph.D. Degree shall not be considered as teaching/ research experience to be claimed for appointment to the teaching positions. Further the period of active service spent on pursuing Research Degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience for the purpose of direct recruitment/ promotion. Regular faculty members upto twenty per cent of the total faculty strength (excluding faculty on medical / maternity leave) shall be allowed by their respective institutions to take study leave for pursuing Ph.D. degree.

3.12 Qualifications:

No person shall be appointed to the post of University and College teacher, Librarian or Director of Physical Education and Sports, in any university or in any of institutions including constituent or affiliated colleges recognised under clause (f) of Section 2 of the University Grants Commission Act, 1956 or in an institution deemed to be a University under Section 3 of the said Act if such person does not fulfil the requirements as to the qualifications for the appropriate post as provided in the Schedule 1 of these Regulations.

4.0 Direct Recruitment

4.1 For the Disciplines of Arts, Commerce, Humanities, Education, Law, Social Sciences, Sciences, Languages, Library Science, Physical Education, and Journalism & Mass Communication. I. Assistant Professor:

Eligibility (A or B) : A.

- i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied subject from an Indian University, or an equivalent degree from an accredited foreign university.

Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC, like

SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET/SLET/SET :

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Provided, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in

Universities/Colleges/Institutions subject to the fulfillment of the following conditions :-

- a) The Ph.D. degree of the candidate has been awarded in a regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The Candidate has published two research papers from his/her Ph.D. work, out of which at least one is in a refereed journal;
- e) The candidate has presented at least two papers based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC / ICSSR/ CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

Note:NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

OR

- B. The Ph.D degree has been obtained from a foreign university/institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).

Note:*The Academic score as specified in Appendix II (Table 3A) for Universities, and Appendix II (Table 3B) for Colleges, shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview.*

II. Associate Professor:

Eligibility:

- i) A good academic record, with a Ph.D. Degree in the concerned/allied/relevant disciplines.
- ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- iii) A minimum of eight years of experience of teaching and / or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry with a minimum of seven publications in the peer-reviewed or UGC-listed journals and a total research score of Seventy five (75) as per the criteria given in Appendix II, Table 2.

III. Professor:

Eligibility (A or B) : A.

- i) An eminent scholar having a Ph.D. degree in the concerned/allied/relevant discipline, and published work of high quality, actively engaged in research with evidence of published work with, a minimum of 10 research publications in the peer-reviewed or UGC-listed journals and a total research score of 120 as per the criteria given in Appendix II, Table 2.

A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

- B. An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above) / industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

IV. Senior Professor in Universities

Up to 10 percent of the existing sanctioned strength of Professors in the university may be appointed as Senior Professor in the universities, through direct recruitment.

Eligibility:

- i) An eminent scholar with good track record of high-quality research publications in Peer-reviewed or UGC-listed journals, significant research contribution to the discipline, and engaged in research supervision.
- ii) A minimum of ten years of teaching/research experience as Professor or an equivalent grade in a University, College or an institute of national level.
- iii) The selection shall be based on academic achievements, favourable review from three eminent subject experts who are not less than the rank of Senior Professor or a Professor of at least ten years experience. iv) The selection shall be based on ten best publications in the Peer-reviewed or UGC-listed journals and award of Ph.D degrees to at least two candidates under his/her supervision during the last 10 years and interaction with the Selection Committee constituted as per the UGC Regulations.

V. College Principal and Professor (Professor's Grade)

A. Eligibility:

- (i) Ph.D. degree
- (ii) Professor/Associate Professor with a total service/ experience of at least fifteen years of teaching/research in Universities, Colleges and other institutions of higher education.
- (iii) A minimum of 10 research publications in peer-reviewed or UGC-listed journals.
- (iv) A minimum of 110 Research Score as per Appendix II, Table 2

B. Tenure

- (i) A College Principal shall be appointed for a period of five years, extendable for another term of five years on the basis of performance assessment by a Committee appointed by the University, constituted as per these regulations.
- (ii) After the completion of his/her term as Principal, the incumbent shall join back his/her parent organization with the designation as Professor and in the grade of the Professor.

VI. Vice Principal

An existing senior faculty member may be designated as Vice-Principal by the Governing Body of the College on the recommendation of the Principal, for a tenure of two years, who can be assigned specific activities, in addition to his/her existing responsibilities. During the absence of the Principal, for any reason, the Vice Principal shall exercise the powers of the Principal.

4.2. Music, Performing Arts, Visual Arts and Other Traditional Indian Art Forms like Sculpture, etc.

I. Assistant Professor:

Eligibility (A or B): A.

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.

Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

Provided further, candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ Bye-laws / Regulations of the Institutions awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/ Colleges /Institutions subject to the fulfilment of the following conditions:

- a) Ph.D. degree has been awarded to the candidate in a regular mode
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate had been conducted;
- d) candidate has published two research papers from his/her Ph.D. work, out of which, at least one is in a refereed journal;
- e) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences/seminars supported/funded/sponsored by the UGC/AICTE/ICSSR or any other similar agency.

Note 1: The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affair) of the University concerned.

Note 2: The clearance of NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC (like SLET/SET).

OR

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- B. A traditional or a professional artist with highly commendable professional achievement in the subject concerned having a Bachelor's degree, who has:
- i) studied under a noted/reputed traditional Master(s)/Artist(s)
 - ii) Has been 'A' grade artist of AIR/Doordarshan;
 - iii) Has the ability to explain, with logical reasoning the subject concerned; and
 - iv) Has adequate knowledge to teach theory with illustrations in the discipline concerned.

II. Associate Professor :

Eligibility (A or B): A.

- i) Good academic record, with a doctoral degree.
- ii) Performing ability of a high professional standard.
- iii) Eight year's experience of teaching in a University or College and / or of research in a University/national level institution, equal to that of Assistant Professor in a University/College.
- iv) Has made a significant contribution to knowledge in the subject concerned, as evidenced by quality publications.

OR

- B. A traditional or a professional artist with highly-commendable professional achievement having Master's degree in the subject concerned, who has:
- i) been 'A'-grade artist of AIR/Doordarshan;
 - ii) eight years' experience of outstanding performing achievement in the field of specialisation;
 - iii) experience in designing of new courses and /or curricula;
 - iv) participated in National level Seminars/Conferences/Concerts in reputed institutions' and
 - v) ability to explain, with logical reasoning, the subject concerned and adequate knowledge to teach theory with illustrations in the said discipline.

III. Professor :

Eligibility (A or B): A.

- i) An eminent scholar having a doctoral degree
- ii) Have been actively engaged in research with at least ten years of experience in teaching in University/College and / or research at the University/ National level institutions.
- iii) Minimum of 6 research publications in the peer-reviewed or UGC-listed journals,
- iv) Has a total research score of 120, as per Appendix II, Table 2.

OR

- B. A traditional or a professional artist, with highly-commendable professional achievement, in the subject concerned,
- i) Having Masters degree, in the relevant subject
 - ii) Has been 'A'-grade artist of AIR/Doordarshan
 - iii) Has Ten years of outstanding performing achievements in the field of specialisation
 - iv) Has made significant contributions in the field of specialisations and ability to guide research;

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- v) Has participated in National/International Seminars/Conferences/Workshops/Concerts and/ or recipient of National/International Awards/Fellowships;
- vi) Has the ability to explain with logical reasoning the subject concerned, and
- vii) Has adequate knowledge to teach theory with illustrations in the said discipline.

4.3 Drama Discipline:

I. Assistant Professor

Eligibility (A or B) A.

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.
- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009, or 2016, and their amendments from time to time as the case may be.

Provided further, candidates registered for the Ph.D. programme, prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institutions awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions, subject to the fulfillment of the following conditions:-

- a) The Ph.D. degree of the candidate has been awarded in the regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The candidate has published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;
- e) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences/seminars supported/funded/ sponsored by the UGC/CSIR/ICSSR or any other similar agency.

Note:

1. *The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.*
2. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which the NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

OR

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- B. A traditional or a professional artist with highly commendable professional achievement in the concerned subject, who has:
- been a professional artist with three years' Bachelor degree/Post Graduate Diploma, with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed), from the National School of Drama, or any other such Institution in India or abroad;
 - five years of regular acclaimed performance at regional/ national/ international stage, supported by evidence; and
 - the ability to explain, with logical reasoning, the subject concerned and adequate knowledge to teach theory with illustrations in the discipline concerned.

II. Associate Professor:

Eligibility (A or B) : A.

- A good academic record, having a Ph.D degree with performing ability of high professional standard as certified by an Expert Committee constituted by the University concerned for the said purpose.
- Eight years experience of teaching in a University/College and/ or research in a University/national level institutions equal to that of Assistant Professor in a University/College.
- A significant contribution to knowledge in the subject concerned, as evidenced by the quality publications.

OR

- B. A traditional or a professional artist, having highly commendable professional achievement in the subject concerned, has a Master's degree, who has:
- Been recognised artist of Stage/ Radio/TV;
 - Eight years of outstanding performance in the field of specialisation;
 - Experience of designing new courses and /or curricula;
 - Participated in Seminars/Conferences in reputed institutions; and
 - The ability to explain with logical reasoning the subject concerned and adequate knowledge to teach theory with illustrations in the said discipline.

III. Professor

Eligibility (A or B) :

- A. An eminent scholar, having a doctoral degree, actively engaged in research with ten years of experience in teaching and /or research at a University/National-level institution, including experience of guiding research at the doctoral level, with outstanding performing achievement in the field of specialisation, with a minimum of 6 research publications in the peer-reviewed or UGC listed journals, and a total research score of 120, as per Appendix II, Table 2.

OR

- B. A traditional and a professional artist, having highly commendable professional achievement in the subject concerned, who has:
- Master's degree, in the relevant subject,;
 - Ten years of outstanding performing achievements in the field of specialisation;
 - Made significant contribution in the field of specialisation
 - Guided research;

- v) Participated in National/International Seminars/Conferences/Workshops and/or recipient of National/International Awards/Fellowships;
- vi) Ability to explain with logical reasoning the subject concerned;
- vii) Adequate knowledge to teach theory, with illustrations in the said discipline.

4.4 Yoga Discipline

I. Assistant Professor :

Eligibility (A or B) :

- A. Good academic record, with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) at the Master's degree in Yoga or any other relevant subject, or an equivalent degree from an Indian/foreign University.

Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or a similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time.

OR

- B. A Master's degree in any discipline with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) and a Ph.D. Degree in Yoga* in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

*Note: Considering the paucity of teachers in the newly-emerging field of Yoga, this alternative has been provided and shall be valid only for five years from the date of notification of these Regulations

II. ASSOCIATE PROFESSOR

- i) A good academic record, with a Ph.D. degree in the subject concerned or in a relevant discipline.
- ii) A Master's degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- iii) A minimum of eight years' experience of teaching and/ or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institutions/Industry with evidence of published work and a minimum of 7 publications as books and / or research/policy papers in peer- reviewed or UGC listed journals and a total research score of at least Seventy five (75), as per the criteria given in Appendix II, Table 2.

III. PROFESSOR

Eligibility (A or B) : A.

- i) An eminent scholar with Ph. D. degree in the subject concerned or in an allied/relevant subject and published work of high quality, actively engaged in research with evidence of published work, with a minimum of 10 publications as books and/ or research/policy papers in the peer-reviewed or UGC listed journals and a total research score of at least 120 as per the criteria given in Appendix II, Table 2.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- ii) A minimum of ten years of teaching experience in a University/College and / or experience in research at the university/National level institution/ Industries, with evidence of having successfully guided doctoral candidate.

Or

- B. An outstanding professional, with established reputation in the relevant field, who has made significant contribution to the knowledge in the concerned/allied/ relevant discipline, to be substantiated by credentials.

4.5 QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF OCCUPATIONAL THERAPY TEACHERS I. ASSISTANT PROFESSOR:

A Bachelor's Degree in Occupational Therapy (B.O.T./B. Th.O./B.O.Th.), Masters in Occupational Therapy (M.O.Th/M.Th.O./ M.Sc. O.T/M.OT.), with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed), from a recognised University

II. ASSOCIATE PROFESSOR:

- i) Essential : A Master's Degree in Occupational Therapy (M.O.T./ M.O.Th./M.Sc. O.T.), with eight years' experience as Assistant Professor.
- ii) Desirable: Higher Qualification, including a Ph. D. degree in any discipline of occupational therapy recognised by the UGC, and published work of high standard in peer-reviewed or UGC- listed journals.

III. PROFESSOR:

- i) Essential : Master's Degree in Occupational Therapy (M.O.T./ M.O.Th./M. Th.O./M.Sc. O.T.), with Ten years of total experience in Occupational Therapy.
- ii) Desirable: Higher Qualification, such as Ph.D. degree in any discipline of occupational therapy recognised by the UGC, and published work of high standard in peer- reviewed or UGC- listed journals.

IV. PRINCIPAL / DIRECTOR / DEAN:

Essential: Master's Degree in Occupational Therapy (M.O.T./M.Th.O./M. Oth./M.Sc. O.T.), with fifteen years' experience, which shall include five years' experience as Professor (Occupational Therapy).

Note:

- (i) The senior-most Professor in the institution shall be designated as the Principal / Director / Dean.
- (ii) Desirable: Higher qualification, like a Ph. D. degree in any discipline of occupational therapy recognized by the UGC and published work of high standard in peer reviewed or UGC listed journals.

4.6 QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF PHYSIOTHERAPY TEACHERS

I. ASSISTANT PROFESSOR:

Bachelor's Degree in Physiotherapy (B.P./T./B. Th./P./B.P.Th.), Master's Degree in Physiotherapy (M.&P.Th/M.Th.P./M.Sc. P.T/M.P.T.) with at least 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) from a recognized University.

II. ASSOCIATE PROFESSOR:

- i) Essential: A Master's Degree in Physiotherapy (M.P.T./M.P.Th./M.Th.P/M.Sc. P.T.) with eight years' experience as Assistant Professor.
- ii) Desirable: Higher Qualification, such as Ph.D. degree in any discipline of Physiotherapy recognised by the U.G.C, and published work of high standard in peer-reviewed or UGC - listed journals.

III. PROFESSOR:

Essential: Master's Degree in Physiotherapy (M.P.T. / M.P.Th./M.Th.P/M.Sc. P.T.), with ten years experience.

Desirable:

- (i) Higher Qualification like Ph. D. in any subject of Physiotherapy recognised by U.G.C, and
- (ii) Published work of high standard in peer -reviewed or UGC- listed journals.

IV. PRINCIPAL / DIRECTOR / DEAN:

Essential: Master's Degree in Physiotherapy (M.P.T./M.Th.P./M.Pth./M.Sc. P.T.) with fifteen years total experience, including five years experience as Professor (Physiotherapy).

Note:

- (i) Senior-most Professor shall be designated as the Principal / Director / Dean.
- (ii) Desirable: Higher qualification like Ph.D. in any subject of Physiotherapy recognized by the UGC and published work of high standard in peer reviewed or UGC listed journals.

4.7 MINIMUM QUALIFICATIONS FOR DIRECT RECRUITMENT TO THE POSTS OF UNIVERSITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN, UNIVERSITY DEPUTY LIBRARIAN AND UNIVERSITY LIBRARIAN

I. UNIVERSITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN

- i) A Master's Degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% marks (or an equivalent grade in a point –scale, wherever the grading system is followed)
- ii) A consistently good academic record, with knowledge of computerization of a library.
- iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./ Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:

Provided that the, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ Bye-laws / Regulations of the Institution awarding the degree, and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/ SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges /Institutions subject to the fulfillment of the following conditions:-

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- a) The Ph.D. degree of the candidate has been awarded in the regular mode
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) Open Ph.D. viva voce of the candidate has been conducted;
- d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- e) The candidate has presented at least two papers based on his/her Ph.D work in conferences/seminars sponsored /funded/supported by the UGC/ICSSR/CSIR or any similar agency.

Note:

- (i) *The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.*
- (ii) NET/SLET/SET shall also not be required for candidates in such Master's Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

II. UNIVERSITY DEPUTY LIBRARIAN

- i) A Master's Degree in library science/information science/documentation science, with at least 55% marks or an equivalent grade in a point –scale, wherever grading system is followed.
- ii) Eight years experience as an Assistant University Librarian/College Librarian.
- iii) Evidence of innovative library services including integration of ICT in library.
- iv) A Ph.D. Degree in library science/ Information science / Documentation Science/Archives and manuscript keeping/computerization of library.

III. UNIVERSITY LIBRARIAN

- i) A Master's Degree in Library Science/Information Science/Documentation Science with at least 55% marks or an equivalent grade in a point -scale wherever the grading system is followed.
- ii) At least ten years as a Librarian at any level in University Library or ten years of teaching as Assistant/Associate Professor in Library Science or ten years' experience as a College Librarian.
- iii) Evidence of innovative library services, including the integration of ICT in a library.
- iv) A Ph.D. Degree in library science/information science/documentation / archives and manuscript-keeping.

4.8 MINIMUM QUALIFICATIONS FOR THE POSTS OF ASSISTANT DIRECTORS OF PHYSICAL EDUCATION AND SPORTS, DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS AND DIRECTOR OF PHYSICAL EDUCATION AND SPORTS (DPES)

I. University Assistant Director of Physical Education and Sports / College Director of Physical Education and Sports

Eligibility (A or B) : A.

- i) A Master's Degree in Physical Education and Sports or Physical Education or Sports Science with 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed)

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- ii) Record of having represented the university / college at the inter-university /inter-collegiate competitions or the State and/ or national championships.
- iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET), conducted by the UGC or CSIR, or a similar test accredited by the UGC, like SLET/SET, or who are or have been awarded a Ph.D. Degree in Physical Education or Physical Education and Sports or Sports Science, in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./ Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time, as the case may be:

Provided that, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ Bye-laws/Regulations of the Institutions awarding the degree and such Ph.D. degree holders shall be exempted from the requirement of NET/ SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges / Institutions, subject to the fulfillment of the following conditions:-

- a) The Ph.D. degree of the candidate has been awarded in regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) Open Ph.D. viva voce of the candidate has been conducted;
- d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- e) The candidate has presented at least two research papers in conference/seminar, based on his/her Ph.D work.

Note: The fulfilment of these conditions (a) to (e) is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

- iv. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
- v. Passed the physical fitness test conducted in accordance with these Regulations.

OR

- B. An Asian game or commonwealth games medal winner who has a degree at least at Post-Graduation level.

II. University Deputy Director of Physical Education and Sports

Eligibility (A or B) : A.

- i) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science. Candidates from outside the university system, in addition, shall also possess at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level by the university concerned.
- ii) Eight years experience as University Assistant DPES/College DPES.
- iii) Evidence of organizing competitions and conducting coaching camps of at least two weeks duration.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- iv) Evidence of having produced good performance of teams/athletes for competitions like state/national/inter-university/combined university, etc.
- v) Passed the physical fitness test in accordance with these Regulations.

OR

- B. An Olympic games/ world cup/ world Championship medal winner who has a degree at least at the Post-Graduation Level.

III. University Director of Physical Education and Sports

- i) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.
- ii) Experience of at least ten years in Physical Education and Sports as University Assistant/Deputy DPES or ten years as College DPES or teaching for ten years in Physical Education and Sports or Sports Science as Assistant/Associate Professor.
- iii) Evidence of organising competitions and coaching camps of at least two weeks' duration.
- iv) Evidence of having produced good performance of teams/athletes for competitions like state/national/inter-university/combined university, etc.

IV. Physical Fitness Test Norms

- (a) Subject to the provisions of these Regulations, all candidates who are required to undertake the physical fitness test are required to produce a medical certificate certifying that he/she is medically fit before undertaking such tests.
- (b) On the production of such certificate mentioned in sub-clause (a) above, the candidate would be required to undertake the physical fitness test in accordance with the following norms:

NORMS FOR MEN			
12 MINUTES RUN/WALK TEST			
Upto 30 Years	Upto 40 Years	Upto 45 Years	Upto 50 Years
1800 metres	1500 metres	1200 metres	800 metres
NORMS FOR WOMEN			
8 MINUTES RUN/WALK TEST			
Upto 30 Years	Upto 40 Years	Upto 45 Years	Upto 50 Years
1000 metres	800 metres	600 metres	400 metres

5.0 CONSTITUTION OF SELECTION COMMITTEES AND GUIDELINES ON SELECTION PROCEDURE:

5.1 Selection Committee Composition

I. Assistant Professor in the University:

- (a) The Selection Committee for the post of Assistant Professor in the University shall consist of the following persons :
 - i) The Vice Chancellor or his/her nominee, who has at least ten years of experience as Professor, shall be the Chairperson of the Committee.
 - ii) An academician not below the rank of Professor to be nominated by the Visitor/Chancellor, wherever applicable.
 - iii) Three experts in the subject concerned nominated by the Vice Chancellor out of the panel of names approved by the relevant statutory body of the university concerned.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- iv) Dean of the Faculty concerned, wherever applicable.
 - v) Head/Chairperson of the Department/School concerned.
 - vi) An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates from any of these categories is an applicant and if any of the above members of the selection committee does not belong to that category.
- (b) Four members, including two outside subject experts, shall constitute the quorum.

II. Associate Professor in the University

- (a) The Selection Committee for the post of Associate Professor in the University shall have the following composition:
- i) The Vice Chancellor or his/her nominee, who has at least ten years of experience as Professor, shall be the Chairperson of the Committee.
 - ii) An academician not below the rank of Professor to be nominated by the Visitor/Chancellor, wherever applicable.
 - iii) Three experts in the subject/field concerned nominated by the Vice-Chancellor, out of the panel of names approved by the relevant statutory body of the university.
 - iv) Dean of the faculty, wherever applicable.
 - v) Head/Chairperson of the Department/School.
 - vi) An academician representing SC/ST/OBC/ Minority / Women / Differently-abled categories, if any of candidates belonging to any of these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) At least four members, including two outside subject experts, shall constitute the quorum

III. Professor in the University

- (a) The Selection Committee for the post of Professor in the University shall consist of the following persons :
- i) Vice-Chancellor who shall be the Chairperson of the Committee.
 - ii) An academician not below the rank of Professor to be nominated by the Visitor/Chancellor, wherever applicable.
 - iii) Three experts in the subject/field concerned to be nominated by the Vice- Chancellor out of the panel of names approved by the relevant statutory body of the university concerned.
 - iv) Dean of the faculty, wherever applicable.
 - v) Head/Chairperson of the Department/School.
 - vi) An academician belonging to the SC/ST/OBC/ Minority / Women/ Differently-abled categories, if any of the candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) At least four members, including two outside subject experts, shall constitute the quorum.

IV. Senior Professor

- (a) The Selection Committee for the post of Senior Professor in the University shall consist of the following persons:
 - i) Vice Chancellor who shall be the Chairperson of the Committee.
 - ii) An academician not below the rank of Senior Professor/Professor with minimum ten years experience who is the nominee of the Visitor/Chancellor, wherever applicable.
 - iii) Three experts not below the rank of a Senior Professor/Professor with a minimum of ten years' experience in the subject/field concerned nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the university.
 - iv) Dean (not below the rank of Senior Professor/Professor with minimum ten years experience) of the faculty, wherever applicable.
 - v) Head/Chairperson (not below the rank of Senior Professor/Professor with minimum ten years experience) or Senior-most Professor (not below the rank of Senior Professor/Professor, with a minimum of ten years' experience) of the Department/School.
 - vi) An academician (not below the rank of a Senior Professor/Professor with minimum ten years experience) representing SC/ST/OBC/Minority / Women / Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.
- (b) Four members, including two outside subject experts, shall constitute the quorum.

V. Assistant Professor in Colleges, including Private and Constituent Colleges:

- (a) The Selection Committee for the post of Assistant Professor in Colleges, including Private and constituent Colleges shall consist of the following persons:
 - i) Chairperson of the Governing Body of the college or his/her nominee from amongst the members of the Governing body, who shall be the Chairperson of the Committee.
 - ii) The Principal of the College.
 - iii) Head of the Department/Teacher-incharge of the subject concerned in the College.
 - iv) Two nominees of the Vice-Chancellor of the affiliating university, of whom one should be a subject-expert. In case of colleges notified/declared as a minority educational institution, two nominees of the Chairperson of the college from out of a panel of five names, preferably from the minority community, recommended by the Vice-Chancellor of the affiliating university, from the list of experts suggested by the relevant statutory body of the college, of whom one should be a subject-expert.
 - v) Two subject-experts not connected with the college who shall be nominated by the Chairperson of the College governing body out of a panel of five names recommended by the Vice-Chancellor from the list of subject experts approved by the relevant statutory body

of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University nominated by the Chairperson of the Governing Body of the College out of the panel of five names, preferably from the minority communities, recommended by the Vice-Chancellor from the list of subject experts approved by the relevant statutory body of the College.

- vi) An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates belonging to any of these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) Five members, including two outside subject experts, shall constitute the quorum.

VI. Associate Professor in Colleges, including Private and Constituent Colleges

- (a) The Selection Committee for the post of Associate Professor in Colleges including Private and Constituent Colleges, shall consist of the following persons:
 - i) The Chairperson of the Governing Body or his/her nominee, from amongst the members of the Governing body, who shall be the Chairperson of the Selection Committee.
 - ii) The Principal of the College.
 - iii) The Head of the Department / Teacher-In charge of the concerned subject from the college.
 - iv) Two University representatives nominated by the Vice-Chancellor, one of whom shall be the Dean of College Development Council or equivalent position in the University, and the other must be expert in the concerned subject. In case of Colleges notified/declared as minority educational institutions, two nominees of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university from the list of experts suggested by the relevant statutory body of the college of whom one should be a subject expert.
 - v) Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University nominated by the Chairperson of the College Governing Body out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body.
 - vi) An academician belonging to the SC/ST/OBC/ Minority/Women/Differently-abled categories, if any of candidates belonging to these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) The quorum for the meeting shall be five, including two subject experts.

VII. Professor in Colleges, including Private and Constituent Colleges

- (a) The Selection Committee for the post of Professor in Colleges including Private and Constituent Colleges shall consist of the following persons:
 - i) The Chairperson of the Governing Body or his/her nominee, from amongst the members of the Governing body, who shall be the Chairperson of the Selection Committee.
 - ii) The Principal of the College.
 - iii) The Head of the Department / Teacher-In charge of the concerned subject from the college not below the rank of Professor.
 - iv) Two University representatives not below the rank of Professor nominated by the Vice-Chancellor, one of whom shall be the Dean of College Development Council or equivalent position in the University, and the other must be expert in the concerned subject. In case of Colleges notified/declared as minority educational institutions, two nominees, not below the rank of Professor, of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university from the list of experts suggested by the relevant statutory body of the college of whom one should be a subject expert.
 - v) Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University nominated by the Chairperson of the College Governing Body out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body.
 - vi) An academician not below the rank of Professor belonging to the SC/ST/OBC/ Minority/Women/Differently-abled categories, if any of candidates belonging to these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) The quorum for the meeting shall be five, including two subject experts.

VIII. College Principal and Professor

A. Selection Committee

- (a) The Selection Committee for the post of College Principal and Professor shall have the following composition:
 - i) Chairperson of the Governing Body to be the Chairperson.
 - ii) Two members of the Governing Body of the college to be nominated by the Chairperson of whom one shall be an expert in academic administration.
 - iii) Two nominees of the Vice-Chancellor who shall be Higher Education experts in the subject/field concerned out of which at least one shall be a person not connected in any manner with the affiliating University. In case of Colleges notified/declared as

- minority educational institutions, one nominee of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university of whom one should be a subject expert.
- iv) Three Higher Education experts consisting of the Principal of a College, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body of the college out of a panel of six experts approved by the relevant statutory body of the university concerned).
 - v) An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
 - vi) Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational institutions, two subject experts not connected with the University nominated by the Chairperson of the College governing body out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body.
- (b) Five members, including two experts, shall constitute the quorum.
 - (c) All the selection procedures of the selection committee shall be completed on the day/last day of the selection committee meeting itself, wherein, minutes are recorded along with the scoring Proforma and recommendation made on the basis of merit with the list of selected and waitlisted candidates/Panel of names in order of merit, duly signed by all members of the selection committee.
 - (d) The term of appointment of the College Principal shall be five years, with eligibility for reappointment for one more term only after an assessment by a Committee appointed by the University as per the composition given in sub-clause (B) of 5.1 (VIII).
 - (e) After the completion of his/her term as Principal, the incumbent shall join back his/her parent organisation with the designation as Professor and in the grade of the Professor..

B. Committee for Assessment of College Principal and Professor for Second Term

The Committee for assessment to the post of College Principal for second term shall have the following composition:

- i) Nominee of the Vice-Chancellor of the affiliating University.
 - ii) Nominee of the Chairman, University Grants Commission.
- The nominees shall be nominated from the Principals of the Colleges with Excellence/College with Potential of Excellence/Autonomous College/NAAC Grade 'A' accredited colleges.

- IX. Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports, Librarians, Deputy Librarians and Assistant Librarians** shall be the same as that of Professor, Associate Professor and Assistant Professor, respectively, except that in Library and Physical Education and Sports or Sports Administration, respectively, practicing Librarian/Director Physical Education and Sports, as the case may be, shall be associated with the Selection Committee as one of the subject experts.
- X. The “Screening-cum-Evaluation Committee” for CAS promotion of Assistant Professors/equivalent cadres in Librarians/Physical Education and Sports from one level to the other higher level shall consist of:**
- A. For University teachers:**
 - i) The Vice-Chancellor or his/her nominee shall be the Chairperson of the Committee;
 - ii) The Dean of the Faculty concerned;
 - iii) The Head of the Department /Chairperson of the School; and
 - iv) One subject expert in the subject concerned nominated by the Vice-Chancellor from the University panel of experts.
 - B. For College teachers:**
 - i) The Principal of the college;
 - ii) Head /Teacher-Incharge of the department concerned from the college;
 - iii) Two subject experts in the subject concerned nominated by the Vice-Chancellor from the university panel of experts;
 - C. For University Assistant Librarian:**
 - i) The Vice-Chancellor shall be the Chairperson of the Committee;
 - ii) The Dean of the Faculty concerned;
 - iii) The Librarian, University Library; and
 - iv) One expert who is a working Librarian nominated by the Vice-Chancellor from the University panel of experts.
 - D. For College Assistant Librarian:**
 - i) The Principal shall be the Chairperson of the Committee;
 - ii) The Librarian, University Library; and
 - iii) Two experts who are working Librarians nominated by the Vice-Chancellor from the University panel of experts.
 - E. For University Assistant Director, Physical Education and Sports:**
 - i) The Vice-Chancellor shall be the Chairperson of the Committee;
 - ii) The Dean of the Faculty concerned;
 - iii) The University Director, Physical Education and Sports; and
 - iv) One expert in Physical Education and Sports Administration from University system nominated by the Vice-Chancellor from the University panel of experts.
 - F. For College Director, Physical Education and Sports:**
 - i) The Principal shall be the Chairperson of the Committee;
 - ii) The University Director, Physical Education and Sports; and
 - iii) Two experts in Physical Education and Sports Administration from University system nominated by the Vice-Chancellor from the University panel of experts.

Note: The quorum for these committees in all categories shall be three which will include one subject expert/ university nominee.

- 5.2. The Screening-cum-Evaluation Committee on verification/evaluation of grades secured by the candidate through the Assessment Criteria and Methodology Proforma designed by the respective university based on these Regulations and as per the minimum requirement specified:
 - (a) In Appendix II, Table 1 for each of the cadre of Assistant Professor;
 - (b) In Appendix II, Table 4 for each of the cadre of Librarian; and
 - (c) In Appendix II, Table 5 for each of the cadre of Physical Education and Sports shall recommend to the Syndicate/ Executive Council /Board of Management of the University/College about the suitability for the promotion of the candidate(s) under CAS for implementation.
- 5.3 The selection process shall be completed on the day/last day of the selection committee meeting, wherein the minutes are recorded and recommendation made on the basis of the performance of the interview are duly signed by all members of the selection committee.
- 5.4 For all Selection Committees specified in these Regulations, Head of Department / Teacher-Incharge should be either in the same or higher rank/ position than the rank/ position for which the interview is to be held.

6.0 SELECTION PROCEDURE:

- I. The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on the weightage given to the performance of the candidate in different relevant parameters and his/her performance on a grading system proforma, based on Appendix II, Tables 1, 2, 3A, 3B, 4, and 5.

In order to make the system more credible, universities may assess the ability for teaching and / or research aptitude through a seminar or lecture in a classroom situation or discussion on the capacity to use the latest technology in teaching and research at the interview stage. These procedures can be followed for both the direct recruitment and the CAS promotions, wherever selection committees are prescribed in these Regulations.
- II. The universities shall adopt these Regulations for selection committees and selection procedure through their respective statutory bodies incorporating Appendix II, Table 1, 2, 3A, 3B, 4, and 5 at the institutional level for University Departments and their Constituent colleges/ affiliated colleges (Government/Governmentaided/Autonomous/ Private Colleges) to be followed transparently in all the selection processes. The universities may devise their own self-assessment-cum-performance appraisal forms for teachers in strict adherence to the Appendix II, Table 1, 2, 3A, 3B, 4, and 5 specified in these Regulations.
- III. In all the Selection Committees of direct recruitment of teachers and other academic staff in universities and colleges provided herein, an academician belonging to the Scheduled Caste/Scheduled Tribe/OBC/Minority/Women/Differently-abled categories, if any of candidates belonging to these categories is the applicant and if any of the members of the selection committee does not belong to that category, shall be nominated by the Vice-Chancellor of the University, and in case of a College, Vice-Chancellor of the University to which the college is affiliated to. The academician, so nominated for this purpose, shall be one level above the cadre level of the applicant, and such nominee shall ensure that the norms of the Central Government or concerned State Government, in relation to the categories mentioned above, are strictly followed during the selection process.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- IV. The process of selection of a Professor shall involve the inviting of the application developed by the respective university, based on the Assessment Criteria and Methodology guidelines set out in these Regulations in Appendix II, Table 1 and 2 and reprints of all significant publications of the candidates.

Provided that the publications submitted by the candidate shall have been published during the qualifying period.

Provided further that such publications shall be made available to the subject experts for assessment before holding the interview. The evaluation of the publications by the experts shall be taken into consideration while finalizing the outcome of selection.

- V. In the case of selection of faculty members who are from outside the academic field and are considered under Clause 4.1 (III.B), 4.2 (I.B, II.B, III.B), 4.3 (I.B, II.B, III.B) and 4.4 (III.B) of these Regulations, the university's statutory bodies must lay down clear and transparent criteria and procedure so that only outstanding professionals who can contribute substantially to the university knowledge system are selected.
- VI. In the selection process for the posts involving different nature of responsibilities in certain disciplines/areas, such as Music and Fine Arts, Visual Arts and Performing Arts, Physical Education and Sports, and Library, greater emphasis may be laid on the nature of deliverables indicated against each of the posts in these Regulations which need to be taken up by the institution while developing the Proforma for both the direct recruitment and the CAS promotion.
- VII. The Internal Quality Assurance Cell (IQAC) shall be established in all Universities/ Colleges as per the UGC/ National Assessment Accreditation Council (NAAC) guidelines with the Vice-Chancellor, as Chairperson (in the case of Universities), and Principal, as Chairperson (in case of Colleges). The IQAC shall act as the documentation and record-keeping Cell for the institution, including assistance in the development of Assessment Criteria and Methodology Proforma based on these Regulations. The IQAC may also introduce, wherever feasible, the student feedback system as per the NAAC guidelines on institutional parameters without incorporating the component of the students' assessment of individual teachers in the Assessment Criteria and Methodology Proforma.
- A. The Assessment of the performance of College and University teachers for the CAS promotion is based on the following criteria:
- i. **Teaching-Learning and Evaluation:** The commitment to teaching based on observable indicators such as being regular to class, punctuality to class, remedial teaching and clarifying doubts within and outside the class hours, counselling and mentoring, additional teaching to support the college/ university as and when the need arises, etc. Examination and evaluation activities like performing of examination supervision duties, question-papers setting for university/college examinations, participation in the evaluation of examination answer scripts, conducting examinations for internal assessment as per the schedule to be announced by the institution at the beginning of each Academic Session and returning and discussing the answers in the class.
 - ii. **Personal Development Related to Teaching and Research Activities:** Attending orientation/refresher/methodology courses, development of e-contents and MOOC's, organising seminar/ conference/ workshop / presentation of papers and chairing of sessions/guiding and carrying out research projects and publishing the research output in national and international journals etc.

- iii. **Administrative Support and Participation in Students' Co-curricular and Extra-curricular Activities.**

B. Assessment Process

The following **three-step** process is recommended for carrying out assessment for promotion under the CAS at all levels:

Step 1: The college/university teachers shall submit to college/university an annual self-appraisal report in the prescribed Proforma to be designed based on Tables 1 to 5 of Appendix II. The report should be submitted at the end of every academic year, within the stipulated time. The teacher will provide documentary evidence for the claims made in the annual self-appraisal report, which is to be verified by the HOD/Teacher-in-charge etc. The submission should be through the Head of the Department (HOD)/teacher-in-charge.

Step 2: After completion of the required years of experience for promotion under CAS and fulfilment of other requirements indicated below, the teacher shall submit an application for promotion under CAS.

Step 3: A CAS Promotion shall be granted as mentioned in Clauses 6.4 of these Regulations.

6.1 Assessment Criteria and Methodology:

- (a) Tables 1 to 3 of Appendix II are applicable to the selection of Assistant Professors/ Associate Professors/ Professors/Senior Professor in Universities and Colleges;
- (b) Table 4 of Appendix II is applicable to Assistant Librarians/ College Librarians and Deputy Librarians for promotion under Career Advancement Scheme; and
- (c) Table 5 of Appendix II is applicable to Assistant Directors/ College Director of Physical Education sports and Deputy Directors/Directors of Physical Education and Sports for promotions under Career Advancement Scheme

6.2 The constitution of the Selection Committees and Selection Procedure as well as the Assessment Criteria and Methodology for the above cadres, either through direct recruitment or through Career Advancement Scheme, shall be in accordance with these Regulations.

6.3 The criteria for promotions under Career Advancement Scheme laid down under these Regulations shall be effective from the date of notification of these Regulations. However, to avoid hardship to those faculty members who have already qualified or are likely to qualify shortly under the existing regulations, a choice may be given to them, for being considered for promotions under the existing Regulations. This option can be exercised only within three years from the date of notification of these Regulations.

- I. A teacher who wishes to be considered for promotion under the CAS may submit in writing to the university/college, within three months in advance of the due date, that he/she fulfils all the requirements under the CAS and submit to the university/college the Assessment Criteria and Methodology Proforma as evolved by the university concerned supported by all credentials as per the Assessment Criteria and Methodology guidelines set out in these Regulations. In order to avoid any delay in holding the Selection Committee meetings for various positions under the CAS, the University/College may initiate the process of screening/selection, and complete the process within six months from the receipt of application.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Further, in order to avoid any hardship, the candidates who fulfil all other criteria mentioned in these Regulations, as on and till the date on which these regulations are notified, can be considered for promotion from the date, on or after the date, on which they fulfil these eligibility conditions.

- II. The Selection Committee specifications as contained in Clauses 5.1 to 5.4 shall be applicable to all direct recruitments of faculty positions and equivalent cadres and Career Advancement promotions from Assistant Professor to Associate Professor, from Associate Professor to Professor, Professor to Senior Professor (in University) and for equivalent cadres.
- III. The CAS promotion from a lower stage to a higher stage of Assistant Professor shall be conducted through a “Screening-cum-Evaluation Committee”, following the criteria laid down in Table I of Appendix II.
- IV. The promotion under the CAS being a personal promotion to a teacher holding a substantive sanctioned post, on his/her superannuation, the said post shall revert back to its original cadre.
- V. For the promotion under the CAS, the applicant teacher must be on the role and in active service of the University/College on the date of consideration by the Selection Committee.
- VI. The candidate shall offer himself/herself for assessment for promotion, if he/she fulfils the minimum grading specified in the relevant Assessment Criteria and Methodology Tables, by submitting an application and the required Assessment Criteria and Methodology Proforma. He/she can do so three months before the due date. The university shall send a general circular twice a year, inviting applications for the CAS promotions from the eligible candidates.
 - i) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion shall be from that of minimum period of eligibility.
 - ii) If, however, the candidate finds that he/she would fulfil the CAS promotion criteria, as defined in Tables 1, 2, 4, and 5 of Appendix II at a later date and applies on that date and is successful, his/her promotion shall be effected from that date of the candidate fulfilling the eligibility criteria.
 - iii) The candidate who does not succeed in the first assessment, he/she shall have to be re-assessed only after one year. When such a candidate succeeds in the eventual assessment, his/her promotion shall be deemed to be one year from the date of rejection.
- VII. Regarding the cases pending for promotions from one Academic Level/Grade Pay to another Academic Level/Grade Pay under the Career Advancement Scheme provided under the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its subsequent amendments, the teachers shall be given the option to be considered for the promotion from one Academic Level/Grade Pay to another Academic Level/Grade Pay as per the following:
 - (a) The teachers shall be considered for promotion from one Academic Level/Grade Pay to another as per the CAS under these Regulations.

OR

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (b) The faculty members shall be considered for the promotion from one Academic Level/Grade Pay to another as per the CAS provided under the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments with relaxation in the requirements of Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS) upto the date of notification of these Regulations.

The relaxation in the requirements of Academic Performance Indicators (API) based Performance Based

Appraisal System (PBAS) upto the date of notification of these Regulations for the promotion from one Academic Level/Grade Pay to another under CAS as provided in UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments, is defined as under :

- i) Exemption from scoring under Category I, as defined in Appendix III of said above mentioned UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments including University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (4th Amendment), Regulations, 2016, for faculty and other equivalent cadre positions.
- ii) Scoring in Category II and Category III for faculty and other equivalent cadre positions shall be as provided for in the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 with the following combined minimum API score requirement for Category II and Category III taken together, as mentioned below.

Note: There shall be no minimum API score requirement for Category II and Category III individually.

TABLE-A

(Minimum API requirement for the promotion of teachers under CAS in university departments)

S. No.		Assistant Professor (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Professor (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-)	Assistant Professor (Stage 3/ AGP Rs.8000/-) to Associate Professor (Stage 4/AGP Rs.9000/-)	Associate Professor (Stage 4/ AGP Rs.9000/- to Professor (Stage 5/AGP Rs.10000/-)
1	Research and Academic contribution (Category III)	40/assessment period	100/assessment period	90/assessment period	120/assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection Committee

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Table-B

(Minimum API requirement for the promotion of teachers under CAS in colleges (UG & PG))

S. No.		Assistant Professor (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Professor (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-)	Assistant Professor (Stage 3/ AGP Rs.8000/-) to Associate Professor (Stage 4/AGP Rs.9000/-)	Associate Professor (Stage 4/ AGP Rs.9000/- to Professor (Stage 5/ AGP Rs.10000/-)
1	Research and Academic contribution (Category III)	20/assessment period	50/assessment period	45/assessment period	60/assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection Committee

Table-C

(Minimum API requirement for the promotion of Library staff under CAS in Universities)

S.N		Assistant Librarian (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Librarian (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-)	Assistant Librarian (Selection Grade/ Deputy Librarian) (Stage 3/ AGP Rs.8000/-) to Deputy Librarian (Stage 4/AGP Rs.9000/-)	Deputy Librarian (Stage 4/AGP Rs. 9000/-) to Deputy Librarian (Stage 5 AGP Rs10,000/-)
1	Research and Academic contribution (Category III)	40/assessment period	100/assessment period	90/assessment period	120 per assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection committee

Table-D

(Minimum API requirement for the promotion of Library staff under CAS in Colleges)

S. No.		Assistant Librarian (Stage 1/ AGP Rs.6000/- to Stage 2/ AGP Rs.7000/-)	Assistant Librarian (Stage 2/ AGP Rs.7000/- to Stage 3/ AGP Rs.8000/-)	Assistant Librarian (Selection Grade/Deputy Librarian) (Stage 3/ AGP Rs.8000/-) to Deputy Librarian (Stage 4/AGP Rs.9000/-)
1	Research and Academic contribution (Category III)	20/assessment period	50/assessment period	45/assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee

Table-E

(Minimum API requirement for the promotion of University Director/Deputy Director/ Assistant Director, Physical Education and Sports)

S. No.		Assistant Director (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Director (Stage 2/ AGP Rs.7000/-) to Assistant Director (Selection Grade)/Deputy Director (Stage 3/AGP Rs.8000/-)	Assistant Director (Selection Grade)/ Deputy Director (Stage 3/ AGP Rs.8000/-) to Deputy Director (Stage 4/ AGP Rs.9000/-)	Deputy Director (Stage 4/AGP Rs. 9000/-) to Deputy Director (Stage 5 AGP Rs10,000/-)
1	Research and Academic contribution (Category III)	40/assessment period	100/assessment period	90/assessment period	120 per assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection committee

Table-F

(Minimum API requirement for the promotion of College Director, Physical Education and Sports)

S. No.		Assistant Director (Stage 1/ AGP Rs.6000/- to Stage 2/ AGP Rs.7000/-)	Assistant Director (Stage 2/ AGP Rs.7000/-) to Assistant Director (Selection Grade)/ Deputy Director (Stage 3/ AGP Rs.8000/-)	Assistant Director (Selection Grade)/Deputy Director (Stage 3/ AGP Rs.8000/-) to Deputy Director (Stage 4/ AGP Rs.9000/-)
1	Research and Academic contribution (Category III)	20/assessment period	50/assessment period	45/assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee

VIII. The requirement for Orientation course and Refresher course for promotions due under the CAS shall not be mandatory upto 31st December, 2018.

6.4 STAGES OF PROMOTION UNDER THE CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY-APPOINTED ASSISTANT PROFESSORS/ ASSOCIATE PROFESSORS/PROFESSORS

A. The entry-level Assistant Professors (Level 10) shall be eligible for promotion under the Career Advancement Scheme (CAS) through two successive levels (Level 11 and Level 12), provided they are assessed to fulfill the eligibility and performance criteria as laid down in Clause 6.3. of these Regulations.

B. Career Advancement Scheme (CAS) for Colleges teachers

I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)

Eligibility: Assistant Professors who have completed four years of service and having a Ph.D. degree or five years of service and having a M.Phil./ PG Degree in Professional Courses, such as LLM, M.Tech., M.V.Sc., M.D., or six years of service for those without Ph.D./M.Phil./ PG Degree in Professional courses.

- Attended one Orientation course of 21 days' duration on teaching methodology; and
 - Any one of the following: Completed one Refresher / Research Methodology Course
- OR

Any two of the following: Workshop, Syllabus Up-gradation Workshop, Training Teaching-Learning Evaluation, Technology Programmes and Faculty Development Programmes of at least one week (5 days) duration,

OR

Completed one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOC's course during the assessment period.

CAS Promotion Criteria:

A teacher shall be promoted if;

- He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Appendix II, Table 1, and;

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- ii. The promotion is recommended by the screening-cum-evaluation committee.

II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)

Eligibility:

- 1) Assistant Professors who have completed five years of service in Academic Level 11/Senior Scale.
- 2) Any two of the following in the last five years of Academic Level-11/ Senior Scale: Completed courses/programmes from among the categories of Refresher Courses/Research Methodology course/Workshops/Syllabus Up Gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes/ Faculty Development Programme/ Syllabus Up-gradation Workshop/ Teaching-LearningEvaluation/ Technology Programmes/ Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed MOOCs course in the relevant subject (with e-certification); or Contribution towards development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conducting of a MOOCs course during the period of assessment.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Appendix II, Table 1) and
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A) Eligibility:

- 1) Assistant Professor who has completed three years of service in Academic Level 12/Selection-Grade.
- 2) A Ph.D. degree in subject relevant /allied/relevant discipline.
- 3) Any one of the following during the last three years: completed one course / programme from amongst the categories of Refresher Courses/ Methodology Workshop/Syllabus Up-gradation Workshop/ TeachingLearning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with ecertification); or contribution towards development of e-contents in 4-quadrant(at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.

CAS Promotion Criteria:

A teacher may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as prescribed in Appendix II, Table 1, and
- ii) The promotion to the post of Associate Professor is recommended by the selection committee in accordance with these Regulations.

IV. Associate Professor (Academic Level 13A) to Professor (Academic Level 14)

Eligibility:

1. Associate Professors who have completed three years of service in Academic Level 13A.
2. A Ph.D. degree in subject relevant/allied/relevant discipline.
3. A minimum of 10 research publications in peer-reviewed or UGC-listed journals out of which three research papers shall be published during the assessment period.
4. A minimum of 110 Research Score as per Appendix II, Table 2

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix II, Table 1 and at least 110 research score as per Appendix II, Table 2.
- ii) The promotion to the post of Professor is recommended by selection committee constituted in accordance with these Regulations.

C. Career Advancement Scheme (CAS) for University teachers

I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)

Eligibility:

- i) An Assistant Professor who has completed four years of service with a Ph.D. degree or five years of service with a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech, M.V.Sc. and M.D., or six years of service in case of those without a Ph.D./M. Phil./ PG Degree in a Professional course and satisfies the following conditions:
- ii) Attended one Orientation course of 21 days duration on teaching methodology;
- iii) Any one of the following: Completed Refresher/ Research Methodology Course/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programmes/ Faculty Development Programmes of at least one week (5 days) duration, or taken one MOOCs course (with certification) or development of e-contents in four-quadrants / MOOC's course during the assessment period; and
- iv) Published one research publication in the peer-reviewed journals or UGC-listed journals during assessment period.

CAS Promotion Criteria :

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be (as provided in Appendix II, Table 1), and; ii) The promotion is recommended by the screening-cum evaluation committee.

II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)

Eligibility:

- i) Assistant Professors who has completed five years of service in Academic Level 11/Senior Scale.
- ii) A Ph.D. Degree in the subject relevant/allied/relevant discipline.
- iii) Has done any two of the following in the last five years of Academic Level 11/Senior Scale: Completed a course / programme from amongst the categories of Refresher Courses/Research Methodology/ Workshops/ Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes / Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), or, completed one MOOCs course in the relevant subject (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards the development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.
- iv) Published three research papers in the peer-reviewed journals or UGC-listed journals during assessment period.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Appendix II, Table 1) and;
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)

- 1) Assistant Professor who has completed three years of service in Academic Level 12/ Selection grade.
- 2) A Ph.D Degree in the subject concerned/allied/relevant discipline.
- 3) Any one of the following during last three years: completed one course / programme from amongst the categories of Refresher Courses/ Research Methodology Workshops/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed

one MOOCs course (with certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.

- 4) A minimum of seven publications in the peer-reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.
- 5) Evidence of having guided at least one Ph.D. candidate.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as specified in Appendix II, Table 1, and has a research score of at least 70 as per Appendix II, Table 2.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

IV. Associate Professor (Academic Level 13A) to Professor (Academic Level 14) Eligibility:

- 1) An Associate Professor who has completed three years of service in Academic Level 13 A.
- 2) A Ph.D degree in the subject concerned/allied/relevant discipline.
- 3) A minimum of ten research publications in the peer- reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.
- 4) Evidence of having successfully guided doctoral candidate.
- 5) A minimum of 110 Research Score as per Appendix II, Table 2.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix II, Table 1, and at least 110 research score, as per Appendix II, Table 2.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

V. Professor (Academic Level 14) to Senior Professor (Academic Level 15)

A Professor can be promoted to the post of Senior Professor under the CAS. The promotion shall be based on academic achievement, favourable review from three eminent subject -experts who are not of the rank lower than the rank of a Senior Professor or a Professor having at least ten years' of experience. The selection shall be based on 10 best publications during the last 10 years and interaction with a Selection Committee constituted in accordance with these Regulations.

Eligibility:

- i) Ten years' experience as a Professor.
- ii) A minimum of ten publications in the peer-reviewed or UGC-listed journals and Ph.D. degree has been successfully awarded to two candidates under his/her supervision during the assessment period.

D. Career Advancement Scheme (CAS) for Librarians

Note:

- i) The following provisions apply only to those persons who are not involved in the teaching of Library Science. Teachers in institutions where Library Science is a teaching department shall be covered by the provisions given under sections 6.4 (B) and 6.4 (C), of these Regulations for Colleges/Institutions and for Universities, respectively.
- ii) The Deputy Librarian in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College Librarians shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.

I. From University Assistant Librarian (Academic level 10)/College Librarian (Academic level 10) to University Assistant Librarian (Senior Scale/Academic level 11)/ College Librarian (Senior Scale/Academic level 11):

Eligibility:

An Assistant Librarian/ College Librarian who is in Academic Level 10 and has completed four years of service having a Ph.D. degree in Library Science/ Information Science/ Documentation Science or an equivalent degree or five years' of experience, having at least a M.Phil.degree, or six years of service for those without a M.Phil or a Ph.D. degree.

- (i) He/she has attended at least one Orientation course of 21 days' duration; and
- (ii) Training, Seminar or Workshop on automation and digitalisation, maintenance and related activities, of at least 5 days, as per Appendix II, Table 4.

CAS Promotion Criteria:

An Assistant Librarian/College Librarian may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five out of the last four/five/six years of the assessment period as the case may be as specified in Appendix II, Table 4, and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

II. From University Assistant Librarian (Senior Scale/Academic level 11)/College Librarian (Senior Scale/Academic level 11) to University Assistant Librarian (Selection Grade/ Academic level 12/ College Librarian (Selection Grade/Academic level 12)

Eligibility:

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years:
 - (i) Training/Seminar/Workshop/Course on automation and digitalisation, (ii) Maintenance and other activities as per Appendix II, Table 4 of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration),

- (iii) Taken/developed one MOOCs course in the relevant subject (with e-certification), or (iv) Library up-gradation course.

CAS Promotion Criteria:

An individual shall be promoted if:

- (i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years of the assessment period, as specified in Appendix II, Table 4, and;
- (ii) The promotion is recommended by a screening-cum-evaluation committee.

III. From University Assistant Librarian (Selection Grade/Academic level 12)/ College Librarian (Selection Grade/Academic level 12) to University Deputy Librarian (Academic Level 13A)/College Librarian (Academic Level 13A)

- 1) He/she has completed three years of service in that grade.
- 2) He/she has done any one of the following in the last three years:
(i) Training/Seminar/Workshop/Course on automation and digitalization, (ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration, (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification), and (v) Library up-gradation course.

CAS Promotion Criteria:

An individual shall be promoted if:

- (i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4; and
- (ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

IV. The criteria for CAS Promotions from University Deputy Librarian/ College Librarians (Academic Level 13A) to University Deputy Librarian/College Librarians (Academic Level 14) shall be the following:

- 1) He/she has completed three years of service in that grade.
- 2) He/she has done any one of the following in the last three years:
(i) Training/Seminar/Workshop/Course on automation and digitalization, (ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration, (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification), and (v) Library up-gradation course.
- 3) Evidence of innovative library services, including the integration of ICT in a library.
- 4) A Ph.D. Degree in Library Science/Information Science/ Documentation /archives and Manuscript Keeping

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4; and
- ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

E. Career Advancement Scheme (CAS) for Directors of Physical Education and Sports Note:

- i) **The following provisions apply only to those personnel who are not involved in teaching physical education and sports. Teachers in institutions where Physical Education and Sports is a teaching department shall be covered by the provisions given under sections 6.4 (B) and 6.4 (C), of these Regulations for Colleges/Institutions and for Universities, respectively.**
- ii) **The Deputy Director Physical Education and Sports in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College Director Physical Education and Sports shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.**

I. From Assistant Director of Physical Education and Sports (Academic Level 10)/College Director of Physical Education and Sports (Academic Level 10) to Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11) / College Director of Physical Education and Sports (Senior Scale/Academic Level 11) Eligibility:

- i) He/she has completed four years of service with a Ph.D. degree in Physical Education or Physical Education & Sports or Sports Science or five years of service with an M.Phil. degree or six years of service for those without an M.Phil or Ph.D. degree.
- ii) He/she has attended one Orientation course of 21 days' duration; and
- iii) He/she has done any one of the following: (a) Completed Refresher/ Research Methodology Course/ workshop, (b) Training Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least 5 days duration and (c) Taken/developed one MOOCs course (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Appendix II, Table 5; and ii) The promotion is recommended by a screening-cum-evaluation committee.

II. From Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11)/ College Director of Physical Education And Sports (Senior Scale/Academic Level 11) to University Assistant Director of Physical Education and Sports (Selection Grade/ Academic Level 12) / College Director of Physical Education and Sports (Selection Grade/Academic Level 12)

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years:
 - (i) Completed one course / programme from among the categories of refresher courses, research methodology workshops, (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration, and (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years' of the assessment period as specified in Appendix II, Table 5, and;
- ii) The promotion is recommended by a screening-cum-evaluation committee .

III. From University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12)/ College Director of Physical Education and Sports (Selection Grade/Academic Level 12) to University Deputy

Director of Physical Education and Sports (Academic Level 13 A)/ College Director of Physical Education and Sports (Academic Level 13A)

- 1) He/she has completed three years of service.
- 2) He/she has done any one of the following during last three years:
 - (i) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Appendix II, Table 5, and;
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.

IV. The criteria for CAS Promotions from University Deputy Director Physical Education and Sports/College Director Physical Education and Sports (Academic Level 13A) to University Deputy Director Physical Education and Sports/College Director Physical Education and Sports (Academic Level 14) shall be the following:

- 1) He/she has completed three years of service.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- 2) He/she has done any one of the following during last three years:
(i) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii) Teaching Learning-Evaluation Technology Programmes/ Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).
- 3) Evidence of organising competitions and coaching camps of at least two weeks' duration.
- 4) Evidence of having produced good performance of teams/athletes for competitions like state/national/interuniversity/combined university, etc.
- 5) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Appendix II, Table 5, and;
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.

6.5. Discretionary award of advance increments for those who enter the profession as Associate Professor or Professor with higher merit, high number of research publications of high quality and experience at the appropriate level, shall be within the competence of the appropriate authority of the University concerned or recruiting institution based on the recommendations of a selection committee while considering the case of individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other merit- specific factors. Discretionary award of advance increments is not applicable to those entering the profession as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports and to those who are entitled for grant of advance increments for having acquired a Ph. D., M. Phil. or M.Tech. and LLM degree. However, those entering the service as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports, having a post-doctoral teaching/research experience, after obtaining a Ph.D. degree and proven credentials, may be eligible for discretionary award of advanced increments to be given to the person, as decided and recorded by the Selection Committee in the minutes of its meeting.

7.0 SELECTION OF PRO-VICE CHANCELLOR / VICE - CHANCELLOR OF UNIVERSITIES:

7.1 PRO-VICE-CHANCELLOR:

The Pro-Vice-Chancellor shall be appointed by the Executive Council on the recommendation of the Vice-Chancellor.

- 7.2 It shall be the prerogative of the Vice-Chancellor to recommend a person to be the Pro-Vice-Chancellor to the Executive Council. The Pro-Vice-Chancellor shall hold office for a period, which is co-terminus with that of the Vice-Chancellor.

7.3. VICE CHANCELLOR:

- i. A person possessing the highest level of competence, integrity, morals and institutional commitment is to be appointed as Vice-Chancellor. The person to be appointed as a Vice-Chancellor should be a distinguished academician, with a minimum of ten years' of experience as Professor in a University or ten years' of experience in a reputed research and / or academic administrative organisation with proof of having demonstrated academic leadership.
- ii. The selection for the post of Vice-Chancellor should be through proper identification by a Panel of 3-5 persons by a Search-cum-Selection-Committee, through a public notification or nomination or a talent search process or a combination thereof. The members of such Search-cum-Selection Committee shall be persons' of eminence in the sphere of higher education and shall not be connected in any manner with the University concerned or its colleges. While preparing the panel, the Search cum-Selection Committee shall give proper weightage to the academic excellence, exposure to the higher education system in the country and abroad, and adequate experience in academic and administrative governance, to be given in writing along with the panel to be submitted to the Visitor/Chancellor. One member of the Search cum Selection Committee shall be nominated by the Chairman, University Grants Commission, for selection of Vice Chancellors of State, Private and Deemed to be Universities.
- iii. The Visitor/Chancellor shall appoint the Vice Chancellor out of the Panel of names recommended by the Search-cum-Selection Committee.
- iv. The term of office of the Vice-Chancellor shall form part of the service period of the incumbent making him/her eligible for all service related benefits.

8.0 DUTY LEAVE, STUDY LEAVE, SABBATICAL LEAVE

8.1 DUTY LEAVE:

- i. Duty leave upto 30 days in an academic year may be granted for the following purposes:
 - (a) Attending Orientation Programme, Refresher Course, Research Methodology Workshop, Faculty Induction Programme, Conference, Congresses, Symposia and Seminar, as a delegate nominated by the university or with the permission of the university/college ;
 - (b) Delivering lectures in institutions and universities at the invitation of such institutions or universities received by the university, and accepted by the Vice- Chancellor/Principal of the College;
 - (c) Working in another Indian or foreign university, any other agency, institution or organisation, when so deputed by the university/College;
 - (d) Participating in a delegation or working on a committee appointed by the Central Government, State Government, the UGC, a sister university or any other similar academic body; and
 - (e) For performing any other duty assigned to him/her by the university/college.
- ii. The duration of leave should be such as may be considered necessary by the sanctioning authority on each occasion.
- iii. The leave may be granted on full pay, provided, that if the teacher receives a fellowship or honorarium or any other financial assistance beyond the amount needed for normal expenses, he/she may be sanctioned duty leave on reduced pay and allowances.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- iv. Duty leave may be combined with earned leave, half pay leave or extraordinary leave, or Casual leave.
- v. Duty leave should be given also for attending meetings in the UGC, DST, etc. where a teacher is invited to share his/her expertise with an academic body, government agency or NGO.

8.2 STUDY LEAVE:

- i. The scheme of Study Leave provides an opportunity to avail of scholarships/fellowships awarded to the faculty who wish to acquire new knowledge and to improve analytical skills. When a teacher is awarded a scholarship or stipend (by whatever nomenclature called), for pursuing further studies, leading to a Ph.D./Post-doctoral qualification or for undertaking a research project in a higher education institution abroad, the amount of the scholarship/fellowship shall not be linked to the recipient's pay/salary paid to him/her by his/her parent institution. The awardee shall be paid salary for the entire duration of fellowship/scholarship, provided, that he/she does not take up any other remunerative jobs, like teaching, in the host country.
- ii. A teacher on Study Leave shall not take up, during the period of that leave, any regular or part-time appointment under an organisation in India or abroad. He/she may, however, be allowed to accept a fellowship or a research scholarship or an ad-hoc teaching and research assignment with an honorarium or any other form of assistance, other than the regular employment in an institution either in India or abroad, provided, that the Executive Council/Syndicate of his/her parent institution may, if it so desires, sanction study leave on reduced pay and allowances to the extent of any receipt in this regard, in-lieu of teaching etc., which may be determined by his/her employer.
- iii. The study leave shall be granted to an entry-level appointee as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sport/College DPE&S (other than as Associate Professor or Professor of a University/College/Institution, who is otherwise eligible for sabbatical leave) after a minimum of three years of continuous service, to pursue a special line of study or research directly related to his/her work in the University/College/Institution or to make a special study of the various aspects of University organisation and methods of education, giving full plan of the work.
- iv. The study leave shall be granted by the Executive Council/Syndicate on the recommendation of the Head of the Department concerned. The leave shall not be granted for more than three years in one spell, save in exceptional cases, in which the Executive Council/Syndicate is satisfied that such extension is unavoidable on academic grounds and necessary in the interest of the University/College/Institution.
- v. The study leave shall not be granted to a teacher who is due to retire within five years of the date on which he/she is expected to return to duty after the expiry of study leave.
- vi. The study leave shall be granted not more than twice during one's entire career. However, the maximum period of study leave admissible during the entire service shall not exceed five years.
- vii. The study leave may be granted more than once, provided, that not less than five years have elapsed after the teacher/returned to duty on completion of the earlier

spell of study leave. For subsequent spell of study leave, the teacher shall indicate the work done during the period of earlier leave as also give details of work to be done during the proposed spell of study leave.

- viii. No teacher who has been granted study leave shall be permitted to alter substantially the course of study or the programme of research without the permission of the Executive Council/Syndicate, in the event the course of study falls short of study leave sanctioned, the teacher shall resume duty on the conclusion of the course of study unless the previous approval of the Executive Council/Syndicate to treat the period of shortfall as Extra-Ordinary leave has been obtained.
- ix. Subject to the maximum period of absence from duty, on leave not exceeding three years, the study leave may be combined with the earned leave, half-pay leave, extra-ordinary leave of vacation provided that the earned leave at the credit of the teacher shall be availed of at the discretion of the teacher. When the study leave is taken in continuation of vacation, the period of study leave shall be deemed to begin to run on the expiry of the vacation. A teacher, who is selected to a higher post during the study leave, shall be placed in that position and shall get the higher scale only after joining the post.
- x. The period of study leave shall count as service for purpose of the retirement benefits (pension/contributory provident fund), provided that the teacher rejoins the University/College/Institution on the expiry of his/her study leave, and serve the institution for the period for which the Bond has been executed.
- xi. The study leave granted to a teacher shall be deemed to have been cancelled in case it is not availed of within 12 months of its sanction, provided, that where the study leave granted has been so cancelled. The teacher may apply again for such leave.
- xii. A teacher availing himself/herself of the study leave, shall undertake that he/she shall serve the University/College/Institution for a continuous period of at least three years to be calculated from the date of his/her resuming duty on the expiry of the study leave.
- xiii. A teacher -
 - (a) who is unable to complete his/her studies within the period of study leave granted to him/her or
 - (b) who fails to rejoin the services of the University on the expiry of his/her study leave or
 - (c) who rejoins the service of the university but leaves the service without completing the prescribed period of service after rejoining the service or
 - (d) who, within the said period, is dismissed or removed from the service by the University shall be liable to refund, to the University/College/Institution, the amount of the leave salary and allowances and other expenses, incurred on the teacher or paid to him/her or on his/her behalf in connection with the course of study.

Explanation:

If a teacher asks for extension of the study leave and is not granted the extension but does not rejoin duty on the expiry of the leave originally sanctioned, he/she shall be deemed to have failed to rejoin the service on the expiry of his/her leave for the purpose of recovery of dues under these Regulations.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Notwithstanding the above provision, the Executive Council/Syndicate may order that nothing in these Regulations shall apply to a teacher who, within three years of return to duty from study leave is permitted to retire from service on medical grounds, provided further that the Executive Council/Syndicate may, in any other exceptional case, waive or reduce, for reasons to be recorded the amount refundable by a teacher under these Regulations.

- xiv. After the leave has been sanctioned, the teacher shall, before availing himself/herself of the leave, execute a bond in favour of the University/College/Institution, binding himself/herself for the due fulfillment of the conditions laid down in paragraph (x) to (xiii) above and give security of immovable property to the satisfaction of the Finance Officer/Treasurer or a fidelity bond of an insurance company or a guarantee by a scheduled bank or furnish security of two permanent teachers for the amount which might become refundable to the University/College/Institutions in accordance with paragraph (x) to (xiii) above.
- xv. The teacher on study leave shall submit to the Registrar/Principal of his/her parent University/College/Institution six-monthly reports of progress in his/her studies from his/her supervisor or the Head of the institution. Such report shall reach the Registrar/Principal within one month of the expiry of every six months of the period of the study leave. If the report does not reach the Registrar/Principal within the specified time, the payment of leave salary may be deferred till the receipt of such report.
- xvi. The teacher on leave shall submit a comprehensive report on the completion of the study leave period. A copy of the research document/monograph/academic paper produced during the period of the study leave shall be put in the public domain, preferably on the website of the University/College/Institution.
- xvii. With a view to enhancing the knowledge and skills of the faculty members, especially the junior faculty, at the level of Assistant Professor, the Heads of universities/Colleges/Institutions and their subordinate Departments are enjoined to be generous in the award of study leave in the interest of faculty improvement, thereby impacting the academic standards of the University/College/Institution in the long run.

8.3 Sabbatical Leave:

- i) The permanent, whole-time teachers of the university and colleges who have completed seven years' of service as a Reader/Associate Professor or a Professor may be granted sabbatical leave to undertake study or research or any other academic pursuit solely for the object of increasing their proficiency and usefulness to the university and higher education system. The duration of leave shall not exceed one year, at a time, and two years in the entire career of the teacher.
- ii) A teacher, who has availed himself/herself of study leave, would not be entitled to the sabbatical leave, until after the expiry of five years from the date of the teacher's return from previous study leave or any other kind of training programme of duration of one year or more.
- iii) A teacher shall, during the period of sabbatical leave, be paid full pay and allowances (subject to the prescribed conditions being fulfilled) at the rates applicable to him/her immediately prior to his/her proceeding on sabbatical leave.

- iv) A teacher on sabbatical leave shall not take up, during the period of that leave, any regular appointment under another organisation in India or abroad. He/she may, however, be allowed to accept a fellowship or a research scholarship or ad hoc teaching and research assignment with honorarium or any other form of assistance, other than the regular employment in an institution of advanced studies, *provided* that in such cases the Executive Council/Syndicate may, if it so desires, sanction the sabbatical leave on reduced pay and allowances.
- v) During the period of sabbatical leave, the teacher shall be allowed to draw the increment on the due date. The period of leave shall also count as service for purposes of pension/contributory provident fund, *provided* that the teacher rejoins the university on the expiry of his/her leave.

8.4 Other Kinds of Leave Rules for Permanent Teachers of the Universities / Colleges The following kinds of leave would be admissible to permanent teachers:

- (i) Leave treated as duty, viz. casual leave, special casual leave, and duty leave;
- (ii) Leave earned by duty, viz. earned leave, half-pay leave, and commuted leave;
- (iii) Leave not earned by duty, viz. extraordinary leave; and leave not due;
- (iv) Leave not debited to leave account
- (v) Leave for academic pursuits, viz. study leave, sabbatical leave and academic leave;
- (vi) Leave on grounds of health, viz., maternity leave and quarantine leave.
- (b) The Executive Council/Syndicate may grant, in exceptional cases, for the reasons to be recorded, any other kind of leave, subject to such terms and conditions as it may deem fit to impose.

I. Casual Leave

- (i) The total casual leave granted to a teacher shall not exceed eight days in an academic year.
- (ii) Casual leave cannot be combined with any other kind of leave except special casual leave. However, such casual leave may be combined with holidays including Sundays. Holidays or Sundays falling within the period of casual leave shall not be counted as casual leave.

II. Special Casual Leave

- (i) Special casual leave, not exceeding 10 days in an academic year, may be granted to a teacher:
 - (a) To conduct examination of a university/Public Service Commission/ Board of Examination or any other similar body/institution; and
 - (b) To inspect academic institutions attached to a statutory board.
- (ii) In computing the 10 days' leave admissible, the days of actual journey, if any, to and from the places where activities specified above, take place, will be excluded.
- (iii) In addition, special casual leave to the extent mentioned below, may also be granted;
 - (a) To undergo sterilization operation (vasectomy or salpingectomy) under family welfare programme. Leave in this case shall be restricted to six working days; and
 - (b) To a female teacher who undergoes non-puerperal sterilization. Leave in this case shall be restricted to 14 days.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (iv) The special casual leave shall not accumulate, nor can it be combined with any other kind of leave except the casual leave. It may be granted in combination with holidays or vacation by the sanctioning authority on each occasion.

III. Earned Leave

- (i) Earned leave admissible to a teacher shall be:
 - (a) 1/30th of the actual service, including vacation; plus
 - (b) 1/3rd of the period, if any, during which he/she is required to perform *duty* during the vacation.

For purposes of computation of the period of actual service, all periods' of leave except casual, special casual, and duty leave, shall be excluded.

- (ii) Earned leave at the credit of a teacher shall not accumulate beyond 300 days. The maximum period of earned leave that may be sanctioned at a time shall not exceed 60 days. Earned leave exceeding 60 days may, however, be sanctioned in the case of higher study, or training, or leave with medical certificate, or when the entire leave, or a portion thereof, is spent outside India.

For removal of doubt, it may be clarified :

1. When a teacher combines vacation with earned leave, the period of vacation shall be reckoned as leave in calculating the maximum amount of leave on average pay which may be included in the particular period of leave.
2. In case where only a portion of the leave is spent outside India, the grant of leave in excess of 120 days shall be subject to the condition that the portion of the leave spent in India shall not, in the aggregate, exceed 120 days.
3. Encashment of earned leave shall be allowed to members of the teaching staff as applicable to the employees of the Central Government or State Government.

IV. Half-pay Leave

Half-pay leave may be sanctioned for a period of 20 days to a permanent teacher for each completed year of service. Such leave may be granted on the basis of a medical certificate from a registered medical practitioner, for any private affairs or for any academic purpose.

Explanation:

A "completed year of service" means the continuous service of a specified duration under the university, and includes the periods of absence from duty as well as leave, including the extraordinary leave.

Note : Half-pay leave shall be combined with earned leave for calculating the number of earned leaves in case the number of earned leaves are less than 300 for purpose of encashment of leave at the time of superannuation as applicable to the employees of Government of India/State Government.

V. Commuted Leave

Commuted leave, not exceeding half the amount of half-pay leave due, may be granted to a permanent teacher on the basis of medical certificate from a registered medical practitioner subject to the following conditions:

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (i) Commuted leave during the entire service shall be limited to a maximum of 240 days;
- (ii) When commuted leave is granted, twice the amount of such leave shall be debited against the half-pay leave account; and
- (iii) The total duration of earned leave and commuted leave taken in conjunction shall not exceed 240 days, at a time;
Provided that no commuted leave shall be granted under these Regulations, unless the authority competent to sanction leave has reason to believe that the teacher would return to duty on its expiry.

VI. Extraordinary Leave

- (i) A permanent teacher may be granted extraordinary leave when:
 - (a) No other leave is admissible; or
 - (b) Other leave is admissible and the teacher applies in writing for the grant of extraordinary leave.
- (ii) The extraordinary leave shall always be without pay and allowances. It shall not count for an increment except in the following cases:
 - (a) Leave taken on the basis of medical certificates;
 - (b) Cases where the Vice-Chancellor/Principal is satisfied that the leave was taken due to causes beyond the control of the teacher, such as inability to join or rejoin duty due to civil commotion or a natural calamity, and the teacher has no other kind of leave to his credit;
 - (c) Leave taken for pursuing higher studies; and
 - (d) Leave granted to accept an invitation to a teaching post or fellowship or research-cum- teaching post or on assignment for technical or academic work of importance.
- (iii) Extraordinary leave may be combined with any other leave except the casual leave and special casual leave, provided that the total period of continuous absence from duty on leave (including periods of vacation when such vacation is taken in conjunction with leave) shall not exceed three years, except in cases where the leave is taken on medical certificate. The total period of absence from duty shall in no case, exceed five years in the entire service period of the individual.
- (iv) The authority empowered to grant leave may commute retrospectively the periods of absence without the leave into extraordinary leave.

VII. 'Leave Not Due'

- (i) 'Leave not due', may, at the discretion of the Vice-Chancellor/Principal, be granted to a permanent teacher for a period not exceeding 360 days during the entire period of service, out of which not more than 90 days at a time and 180 days, in all, may be otherwise than on a medical certificate. Such leave shall be debited against the half-pay leave earned by him/her subsequently.
- (ii) 'Leave not due' shall not be granted, unless the Vice-Chancellor/Principal is satisfied that as far as can reasonably be foreseen, the teacher will return to duty on the expiry of the leave and earn the leave granted.
- (iii) A teacher to whom 'leave not due' is granted shall not be permitted to tender his/her resignation from service so long as the debit balance in his/her leave account is not wiped off by active service, or he/she refunds the amount paid to him/her as pay and allowances for the period not so earned. In a case where retirement is unavoidable on account of reason of ill-health, incapacitating the teacher for further service, refund of leave salary for the period of leave yet to be earned may be waived by the Executive Council/College Governing Body.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Provided that the Executive Council/College Governing Body may waive off, in any other exceptional case, for reasons to be recorded in writing, the refund of leave salary for the period of leave yet to be earned.

VIII. Maternity Leave

- (i) Maternity leave on full pay may be granted to a woman teacher for a period not exceeding 180 days, to be availed of twice in the entire career. Maternity leave may also be granted in case of miscarriage, including abortion, subject to the condition that the total leave granted in respect of this to a woman teacher in her career is not more than 45 days, and the application for leave is supported by a medical certificate.
- (ii) Maternity leave may be combined with any earned leave, half-pay leave or extraordinary leave, but any leave applied for in continuation of the maternity leave may be granted if the request is supported by a medical certificate.

IX. Child-care Leave

Woman teachers having any minor child/children may be granted leave up to a period of two years for taking care of the minor child/children. The child-care leave for a maximum period of two years (730 days) may be granted to the woman teachers during entire service period in lines with the Central Government woman employees. In the cases, where the child-care leave is granted for more than 45 days, the University/College/Institution may appoint a part-time / guest substitute teacher with intimation to the UGC.

X. Paternity Leave

Paternity leave of 15 days may be granted to male teachers during the confinement of their wife, and such leave shall be granted only up to two children.

XI. Adoption leave

Adoption leave may be provided as per the rules of the Central Government.

XII. Surrogacy leave

Leave for Surrogacy shall be applicable as per the Rules, Regulations and Norms as laid down by the Government of India.

9. Research Promotion Grant

The UGC or the respective agency (Central/State Governments) may provide a start-up grant at the level of Rs. 3.0 lakhs in Social Sciences, Humanities and Languages and Rs. 6.0 lakhs in Sciences and Technology to teachers and other non-vocational academic staff to take up research immediately after their appointment.

9.1 Consultancy Assignments

The consultancy rules, terms, conditions and the model of revenue sharing between institutions and consultant teachers shall be as per the UGC Consultancy Rules to be provided separately.

10.0 Counting of Past Services for Direct Recruitment and Promotion under CAS

Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional organisations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR and DBT, should count for the direct recruitment and promotion under the CAS of a teacher as Assistant Professor, Associate Professor, Professor or any other nomenclature, provided that:

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (a) The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be.
- (b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer) Associate Professor (Reader) and Professor.
- (c) The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.
- (d) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of the University/State Government/Central Government/ Institutions concerned, for such appointments.
- (e) The previous appointment was not as guest lecturer for any duration.
- (f) The previous Ad-hoc or Temporary or contractual service (by whatever nomenclature it may be called) shall be counted for direct recruitment and for promotion, provided that:
 - (i) the essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be
 - (ii) the incumbent was appointed on the recommendation of a duly constituted Selection Committee/Selection Committee constituted as per the rules of the respective university;
 - (iii) the incumbent was drawing total gross emoluments not less than the monthly gross salary of a regularly appointed Assistant Professor, Associate Professor and Professor, as the case may be; and
- (g) No distinctions shall be made with reference to the nature of management of the institution where previous service was rendered (private/local body/Government), while counting the past service under this clause.

11.0 Period of Probation and Confirmation

- 11.1 The minimum period of probation of a teacher shall be one year, extendable by a maximum period of one more year in case of unsatisfactory performance.
- 11.2 The teacher on probation shall be confirmed at the end of one year, unless extended by another year through a specific order, before expiry of the first year.
- 11.3 Subject to Clause 11 of this Regulation, it is obligatory on the part of the university/the concerned institution to issue an order of confirmation to the incumbents within 45 days of completion of the probation period after following the due process of verification of satisfactory performance.
- 11.4 The probation and confirmation rules shall be applicable only at the initial stage of recruitment, issued from time to time, by the Central Government.
- 11.5 All other Central Government rules on probation and confirmation shall be applicable *mutatis mutandis*.

12.0 Creation and Filling-up of Teaching Posts

- 12.1 Teaching posts in universities, as far as feasible, may be created in a pyramidal order, for instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professor, per department.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

12.2 All the sanctioned/approved posts in the university system shall be filled up on an urgent basis.

13.0 Appointments on Contract Basis

The teachers should be appointed on contract basis only when it is absolutely necessary and when the studentteacher ratio does not satisfy the laid-down norms. In any case, the number of such appointments should not exceed 10% of the total number of faculty positions in a College/University. The qualifications and selection procedure for appointing them should be the same as those applicable to a regularly-appointed teacher. The fixed emoluments paid to such contract teachers should not be less than the monthly gross salary of a regularlyappointed Assistant Professor. Such appointments should not be made initially for more than one academic session, and the performance of any such entrant teacher should be reviewed for academic performance before reappointing him/her on contract basis for another session. Such appointments on contract basis may also be resorted to when absolutely necessary to fill vacancies arising due to maternity leave, child-care leave, etc.

14.0 Teaching Days

14.1 The Universities/Colleges must have at least 180 teaching, i.e., there should be a minimum of 30 weeks of actual teaching in a 6-day week. Of the remaining period, 12 weeks may be devoted to admission and examination activities, and non-instructional days for co-curricular, sports, college day, etc., 8 weeks for vacations and 2 weeks may be attributed to various public holidays. If the University adopts a 5 day week pattern, then the number of weeks should be increased correspondingly to ensure the equivalent of 30 weeks of actual teaching, with a 6-day week.

The above provision is summarised as follows:

	Number of weeks : 6-days a week pattern		Number of weeks : 5-days a week pattern	
Categorisation	University	College	University	College
Teaching and Learning Process	30 (180 days) weeks	30 (180 days) weeks	36 (180 days) weeks	36 (180 days) weeks
Admissions, Examinations, and preparation for Examination	12	10	8	8
Vacations	8	10	6	6
Public Holidays (to increase and adjust teaching days accordingly)	2	2	2	2
Total	52	52	52	52

14.2 In-lieu of the curtailment of vacation by 2 weeks, the university teachers may be credited with 1/3rd of the period of their earned leave. However, colleges may have an option of a total vacation of 10 weeks in a year and no earned leave except when required to work during the vacations for which, as in the case of University teachers, 1/3rd of the period shall be credited as Earned Leave.

15.0 Workload

15.1 The workload of the teachers in full employment should not be less than Forty hours a week for Thirty working weeks (One Hundred and Eighty teaching days) in an academic year. It should be necessary for the teacher to be available for at least Five hours daily in the University/College. Teachers shall devote at least Two hours per day for mentoring of students (minimum Fifteen students per coordinator) for Community Development/ExtraCurricular Activities/library consultation/research in case of Under-Graduate Courses and/or at least Two hours per day for research in case of Post-

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Graduate courses, for which the necessary space and infrastructure shall be provided by the University/College. The direct teaching-learning work load should be as follows:

Assistant Professor	- 16 hours per week
Associate Professor/Professor	- 14 hours per week

- 15.2 Professors/ Associate Professors/ Assistant Professors involved in administration/ extension work can devote two hours per week from the teaching and learning hours.

16.0 Service Agreement and Fixing of Seniority

- 16.1 At the time of recruitment in Universities and Colleges, a service agreement should be executed between the University/College and the teacher concerned and a copy thereof shall be deposited with the Registrar/Principal. Such service agreement shall be duly stamped as per the government rates applicable.
- 16.2. The self-appraisal methodology, as per Clause 6.0 and its sub-clauses and Clauses 6.1 to 6.4 and all the subclauses contained therein and as per Tables 1 to 5 of Appendix II, as per eligibility, shall form part of the service agreement/record.
- 16.3 Inter-se seniority between the direct recruited and teachers promoted under CAS
- The inter-se seniority of a direct recruit shall be determined with reference to the date of joining and for the teachers promoted under the CAS with reference to the date of eligibility as indicated in the recommendations of the selection committee of the respective candidates. The rules and regulations of the respective Central/State Government shall apply, for all other matters of seniority.

17.0 Code of Professional Ethics

I. Teachers and their Responsibilities :

Whoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the ideal of the profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teacher should be calm, patient and communicative by temperament and amiable in disposition.

Teacher should:

- (i) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (ii) Manage their private affairs in a manner consistent with the dignity of the profession;
- (iii) Seek to make professional growth continuous through study and research;
- (iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc., towards the contribution of knowledge;
- (v) Maintain active membership of professional organisations and strive to improve education and profession through them;
- (vi) Perform their duties in the form of teaching, tutorials, practicals, seminars and research work, conscientiously and with dedication;
- (vii) Discourage and not indulge in plagiarism and other non ethical behaviour in teaching and research;

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (viii) Abide by the Act, Statute and Ordinance of the University and to respect its ideals, vision, mission, cultural practices and tradition;
- (ix) Co-operate and assist in carrying out the functions relating to the educational responsibilities of the college and the university, such as: assisting in appraising applications for admission, advising and counselling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation; and
- (x) Participate in extension, co-curricular and extra-curricular activities, including the community service.

II. Teachers and Students Teachers should:

- (i) Respect the rights and dignity of the student in expressing his/her opinion;
- (ii) Deal justly and impartially with students regardless of their religion, caste, gender, political, economic, social and physical characteristics;
- (iii) Recognise the difference in aptitude and capabilities among students and strive to meet their individual needs;
- (iv) Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- (v) Inculcate among students scientific temper, spirit of inquiry and ideals of democracy, patriotism, social justice, environmental protection and peace;
- (vi) Treat the students with dignity and not behave in a vindictive manner towards any of them for any reason;
- (vii) Pay attention to only the attainment of the student in the assessment of merit;
- (viii) Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;
- (ix) Aid students to develop an understanding of our national heritage and national goals; and
- (x) Refrain from inciting students against other students, colleagues or administration.

III. Teachers and Colleagues

Teachers should:

- (i) Treat other members of the profession in the same manner as they themselves wish to be treated;
- (ii) Speak respectfully of other teachers and render assistance for professional betterment;
- (iii) Refrain from making unsubstantiated allegations against colleagues to higher authorities; and
- (iv) Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.

IV. Teachers and Authorities :

Teachers should:

- (i) Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and / or professional organisations for change of any such rule detrimental to the professional interest;

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (ii) Refrain from undertaking any other employment and commitment, including private tuitions and coaching classes which are likely to interfere with their professional responsibilities;
- (iii) Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand;
- (iv) Co-operate through their organisations in the formulation of policies of the other institutions and accept offices;
- (v) Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with the dignity of the profession;
- (vi) Adhere to the terms of contract;
- (vii) Give and expect due notice before a change of position takes place; and
- (viii) Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of academic schedule.

V. Teachers and Non-Teaching Staff :

Teachers should :

- (i) Treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution;
- (ii) Help in the functioning of joint-staff councils covering both the teachers and the non-teaching staff.

VI. Teachers and Guardians Teachers should:

- (i) Try to see through teachers' bodies and organisations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.

VII. Teachers and Society

Teachers should:

- (i) Recognise that education is a public service and strive to keep the public informed of the educational programmes which are being provided;
- (ii) Work to improve education in the community and strengthen the community's moral and intellectual life ;
- (iii) Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole;
- (iv) Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices;
- (v) Refrain from taking part in or subscribing to or assisting in any way activities, which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for national integration.

The Vice-Chancellor/Pro-Vice-Chancellor/Rector

The Vice-Chancellor/Pro-Vice-Chancellor/Rector should :

- (a) Provide inspirational and motivational value-based academic and executive leadership to the university through policy formation, operational management, optimization of human resources and concern for environment and sustainability;

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (b) Conduct himself/herself with transparency, fairness, honesty, highest degree of ethics and decision making that is in the best interest of the university;
- (c) Act as steward of the university's assets in managing the resources responsibility, optimally, effectively and efficiently for providing a conducive working and learning environment;
- (d) Promote the collaborative, shared and consultative work culture in the university, paving way for innovative thinking and ideas;
- (e) Endeavour to promote a work culture and ethics that brings about quality, professionalism, satisfaction and service to the nation and society.
- (f) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

College Principal should;

- (a) Provide inspirational and motivational value-based academic and executive leadership to the college through policy formation, operational management, optimization of human resources and concern for environment and sustainability;
- (b) Conduct himself/herself with transparency, fairness, honesty, highest degree of ethics and decision making that is in the best interest of the college;
- (c) Act as steward of the College's assets in managing the resources responsibility, optimally, effectively and efficiently for providing a conducive working and learning environment;
- (d) Promote the collaborative, shared and consultative work culture in the college, paving way for innovative thinking and ideas;
- (e) Endeavour to promote a work culture and ethics that brings about quality, professionalism, satisfaction and service to the nation and society.
- (f) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (g) Manage their private affairs in a manner consistent with the dignity of the profession;
- (h) Discourage and not indulge in plagiarism and other non ethical behaviour in teaching and research;
- (i) Participate in extension, co-curricular and extra-curricular activities, including the community service.
- (j) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

Director Physical Education and Sports (University/College)/Librarian (University/College) should;

- (a) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (b) Manage their private affairs in a manner consistent with the dignity of the profession;
- (c) Discourage and not indulge in plagiarism and other non ethical behaviour in teaching and research;
- (d) Participate in extension, co-curricular and extra-curricular activities, including the community service.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (e) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

18.0 Maintenance of Standards in Higher-Education Institutions:

In order to maintain the academic standards in higher education, the following recommendations shall be adopted by the respective Universities/Colleges/Institutions:

- i. The process of evaluation for Ph.D shall be uniform in all the universities in accordance with the respective UGC Regulations and their amendments from time to time, in this regard. The Universities shall adopt these Regulations within six months of their notification.
- ii. There shall be special provision of supernumerary Ph.D seats not exceeding 10% of the total seats available in the department, if there is no vacant seat available with the eligible Supervisors in that department, to the in-service teachers for encouraging the faculty members of colleges and universities for getting a Ph.D. degree.
- iii. In order to encourage research and increase country's research output, Universities shall accord permission and provide need-based facility for college teachers to supervise Ph.D./M.Phil. scholars. Universities shall amend their Statutes and Ordinances accordingly.
- iv. All newly-recruited faculty members shall be provided one-time seed money/start up grant/research grant for establishing a basic research/computational facility as per the provisions laid down in these regulations.
- v. The Ph.D. degree shall be made a mandatory requirement for recruitment and promotions in accordance with the provisions laid down in these Regulations.
- vi. Research clusters shall be created amongst the universities/colleges/research institutions within the state for sharing research facilities, human resources, skills and infrastructure to ensure optimal utilisation of resources and to create synergies among higher education institutions.
- vii. An induction programme of one month shall be introduced for all newly-recruited Assistant Professors in the universities /colleges/institutions ideally before the starting of their teaching work, but definitely within one year of the recruitment of the new faculty member. In addition to the Human Resource Development Centres of the UGC, Universities/Institutions with the Pandit Madan Mohan Malviya National Mission on Teachers and Teaching(PMMMNMNTT) scheme shall also organize such induction programmes as per their mandate.
- viii. These induction programmes shall be treated at par with the Orientation Programmes already being run by the Human Resource Development Centres of the UGC for the purpose of the CAS requirements.
Universities/Colleges/Institutions shall send the faculty members to such programmes in a phased manner so that the teaching work does not suffer.
- ix. All short-term and long-duration capacity-building programmes for teachers/faculty ranging from one week to one month as well as seminars, workshops in different pedagogic and discipline-specific areas being conducted by centres such as Schools of Education (SoEs), Teaching Learning Centres (TLCs), Faculty Development Centres (FDCs), Centres for Excellence in Science and Mathematics (CESMEs), Centres for Academic Leadership and Education Management (CALEMs) under the PMMMNMNTT scheme shall be taken into consideration for fulfilment of the requirements as laid down in Career Advancement Scheme of these Regulations.

19.0 Other Terms and Conditions

19.1 Incentives for Ph.D./M.Phil. and other Higher Qualification

- i. Five non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degrees of Ph.D. awarded in a relevant discipline by the University following the process of admission, registration, course work and external evaluation as prescribed by the UGC.
- ii. M.Phil degree holders at the time of recruitment to the post of Assistant Professor shall be entitled to two noncompounded advance increments.
- iii. Those possessing Post-graduate degree in the professional course such as LL.M./M.Tech/M.Arch./ M.E./M.V.Sc./M.D., etc. recognized by the relevant statutory body/ council, shall also be entitled to two non-compounded advance increments at the entry level.
- iv.
 - a) Teachers who complete their Ph.D. degree while in service shall be entitled to three non-compounded increments fixed at increment applicable at entry level only if such Ph.D. is in a relevant discipline of the discipline of employment and has been awarded by a University complying with the process prescribed by the UGC for enrolment, course work, evaluation, etc.
 - b) However, teachers in service who have already been awarded Ph.D. by the time of coming into force of these Regulations or having been enrolled for Ph.D. have already undergone course-work as well as evaluation, if any, and only Notification in regard to the award of Ph.D. is awarded, shall also be entitled to the award of three non-compounded increments fixed at increment applicable at entry level only, even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.
- v. In respect of every other case, a teacher who is already enrolled for Ph.D. shall avail the benefit of three noncompounded increments fixed at increment applicable at entry level only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both, as the case may be.
- vi. Teachers in service who have not yet enrolled for Ph.D. shall therefore, derive the benefit of three noncompounded increments fixed at increment applicable at entry level only on award of Ph.D. , while in service only if such enrolment is with a university which complies with the entire process including that of enrolment as prescribed by the UGC.
- vii. Teachers who acquire M.Phil. Degree or a post-graduate degree in a professional course recognised by the relevant Statutory Body / Council, while in service, shall be entitled to one advance increment fixed at increment applicable at entry level only.
- viii. Five non-compounded advance increments shall be admissible to Assistant Librarian / College Librarian who are recruited at entry level with Ph.D. degree in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in Library Science.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- ix. (a) Assistant Librarian/College Librarian acquiring the degree of Ph.D. at any time while in service, in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation shall be entitled to three non-compounded advance increments fixed at increment applicable at entry level only.
(b) However, persons in posts of Assistant Librarian/College Librarian on higher positions who have already been awarded Ph.D. in library science at the time of coming into force of these Regulations or having already undergone course-work as well as evaluation, if any, and only Notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of three non-compounded increments fixed at increment applicable at entry level only.
- x. In respect of every other case of persons in the post of Assistant Librarian / College Librarian or higher positions who are already enrolled for Ph.D. shall avail the benefit three non-compounded increments fixed at increment applicable at entry level only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both as the case may be.
- xi. Assistant Librarian/College librarian and others in higher library positions in service who have not yet enrolled for Ph.D. shall therefore, derive the benefit of three non-compounded increments fixed at increment applicable at entry level only on award of Ph.D. while in service only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.
- xii. Two non-compounded advance increments shall be admissible for Assistant Librarian/College Librarian with M.Phil. degree in Library Science at the entry level. Assistant Librarian/College Librarian and those in higher positions acquiring M.Phil degree in library science at any time during the course of their service shall be entitled to one advance increment fixed at increment applicable at entry level only.
- xiii. Five non-compounded advance increments shall be admissible to Assistant Director of Physical Education and Sports / College Director of Physical Education and Sports who are recruited at entry level with Ph.D. degree in the discipline of Physical Education/Physical Education and Sports / Sports Science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in Physical Education/Physical Education and Sports / Sports Science.
- xiv. Notwithstanding anything in the forgoing clauses, those who have already availed the benefit of advance increments for possessing Ph.D./M.Phil at the entry level or in service once either under this regulation or under the earlier schemes/regulations shall not be entitled to the benefit of advance increments under these Regulations.
- xv. Teachers, library and Physical Education and Sports cadres who have already availed the benefits of increments as per the then existing policy for acquiring Ph.D./M.Phil. while in service shall not be entitled to advance increments under these Regulations.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- xvi. For posts at the entry level where no such advance increments were admissible for possessing Ph.D./M.Phil. under the earlier schemes/regulations, the benefit of advance of increments for possessing Ph.D./M.Phil shall be available to only those appointments which have been made on or after the coming into force of these Regulations.

19.2 Promotion

When an individual gets a promotion, his new pay on promotion would be fixed in the Pay Matrix as follows:

On promotion, the teacher or equivalent position would be given a notional increment in his/her existing Academic

Level of Pay, by moving him/her to the next higher Cell at that Level; and the pay shown in this Cell would now be located in the new Academic Level corresponding to the post to which he/she has been promoted. If a Cell identical with that pay is available in the new Level, that Cell shall be the new pay, otherwise the next higher Cell in that Level shall be the new pay of the teacher or equivalent position. If the pay arrived at in this manner is less than the first Cell in the new Level, then the pay shall be fixed at the first Cell of the new Level.

19.3 Allowances and Benefits

- I. Other allowances and benefits, such as Hometown Travel Concession, Leave Travel Concession, Special Compensatory Allowances, Children's Education Allowance, Transport Allowance, House Rent Allowance, House Building Allowance, Deputation Allowance, Travelling Allowance, Dearness Allowance, Area-based Special Compensatory Allowance etc. for teachers and Library and Physical Education and Sports Cadres, shall be as applicable to the Central Government employees and be governed by the relevant rules as notified by the Government of India from time to time.
- II. Pension, Gratuity, ex-gratia compensation etc. as applicable to Central/State Government employees shall also be applicable to teachers and Library and Physical Education and Sports Cadres of Central/State Universities and Colleges including affiliated and constituent Colleges as the case may be.
- III. Medical Benefits: All medical benefits for teachers and Library and Physical Education Cadres, shall be as applicable to the Central Government employees. Further, the Teachers and Library and Physical Education Cadres may be placed under Central Government Health Scheme or any other such scheme of the Central Government/ Health Scheme of respective State Government, as the case may be, for Central/State Universities/Colleges respectively.

APPENDICES

Appendix I	Fitment Tables for fixation of pay of the existing incumbents, who were in position as on 01.01.2016, in various categories of posts indicated in the tables (MHRD Notification MHRD letters No. Corrigendum F.No.1-7/2015-U.II(1) dated 08.11.2017
Appendix II	Assessment Criteria and Methodology Table 1 to 3 - For University and College Teachers Table 4 - For Assistant Librarian, Deputy Librarian, Librarian etc. Table 5 - For Assistant Director/Deputy Director/Director Physical Education and Sports etc.

Appendix I

Fitment Tables for fixation of pay of the existing incumbents, who were in position as on 01.01.2016, in various categories of posts indicated in the tables

F.No.1-7/2015-U.II(1)
Government of India
Ministry of Human Resource Development
Department of Higher Education
University-2 Section

Shastri Bhavan, New Delhi
Dated 2nd November, 2017

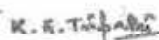
Corrigendum

Subject: Scheme of revision of pay of teachers and equivalent cadres in universities and colleges following the revision of pay scales of Central Government employees on the recommendations of the 7th Central Pay Commission (CPC).

In the order of the Government of India in the Ministry of Human Resource Development (Department of Higher Education) no. 1-7/2015-U.II(1) dated 2.11.2017 in the Annexure (Page 9) appended to the said order, figures mentioned in

- (a) Cell Academic level 12, row 3 may be read as "24,700" instead of "24,100"
- (b) Cell Academic level 13A, row 16 may be read as "2,04,700" instead of "2,04,100"
- (c) Cell Academic level 14, row 8 may be read as "1,82,700" instead of "1,82,100"

2. The rest of the content of the above order remains the same.


(Dr. K.K. Tripathy) 21/11/17
Director

To,

1. The Secretary, University Grants Commission, Bahadurshah Zafar Marg, New Delhi - 110 002.
2. Vice-Chancellors of all Central Universities/ Institutions Deemed to be Universities fully funded by the Central Government.
3. Principal Secretary to Prime Minister, South Block, Central Secretariat, New Delhi.
4. Secretary (Coordination), Cabinet Secretariat, Rashtrapati Bhavan, New Delhi.
5. Secretary, Department of Expenditure, North Block, New Delhi.
6. Secretary, Department of Personnel & Training, North Block, New Delhi.
7. Secretary, Department of Agriculture Research and Education, Krishi Bhavan, New Delhi.
8. Secretary, Ministry of Health and Family Welfare (Medical Education), Nirman Bhavan, New Delhi.
9. Member Secretary, All India Council for Technical Education, New Delhi.
10. Chief Secretaries of all State Governments.
11. Web Master, Ministry of Human Resource Development for publication on the website of the Ministry, hosted by the National Informatics Centre.

Annexure-I

Pay Matrix

Pay Band (Rs.)	15,600-39,100			37,400-67,000		67,000-79,000
Grade Pay (Rs.)	6,000	7,000	8,000	9,000	10,000	0
Index of Rationalization	2.67	2.67	2.67	2.67	2.72	2.72
Entry Pay (Rs.)	21,600	25,790	29,900	49,200	53,000	67,000
Academic Level	10	11	12	13A	14	15
Rationalised Entry Pay (Rs.) 1	57,700	68,900	79,800	1,31,400	1,44,200	1,82,200
2	59,400	71,000	82,200	1,35,300	1,48,500	1,87,700
3	61,200	73,100	84,700	1,39,400	1,52,000	1,92,000
4	63,000	75,200	86,200	1,43,600	1,56,000	1,96,100
5	64,900	77,600	88,800	1,47,900	1,62,300	2,05,100
6	66,800	79,900	92,500	1,52,300	1,67,200	2,11,300
7	68,800	82,300	95,300	1,56,900	1,72,200	2,17,600
8	70,900	84,800	98,200	1,61,600	1,77,400	2,24,100
9	73,000	87,300	1,01,100	1,66,400	1,82,700	
10	75,200	89,900	1,04,100	1,71,400	1,88,200	
11	77,500	92,600	1,07,200	1,76,500	1,93,500	
12	79,800	95,400	1,10,400	1,81,600	1,99,000	
13	82,200	98,500	1,13,700	1,87,300	2,05,800	
14	84,700	1,01,200	1,17,100	1,92,600	2,11,500	
15	87,200	1,04,200	1,20,800	1,98,700	2,18,200	
16	89,800	1,07,300	1,24,200	2,04,700		
17	92,500	1,10,600	1,27,800	2,10,500		

K. K. Tripathi
10/10

Pay Band (Rs.)	15,600-39,100			37,400-67,000	67,000-79,000
18	95,300	1,13,800	1,31,700	2,17,100	
19	98,200	1,17,200	1,35,700		
20	1,01,100	1,20,700	1,39,800		
21	1,04,100	1,24,300	1,44,000		
22	1,07,200	1,28,000	1,48,300		
23	1,10,400	1,31,800	1,52,700		
24	1,13,700	1,35,800	1,57,300		
25	1,17,100	1,39,900	1,62,000		
26	1,20,800	1,44,100	1,66,900		
27	1,24,200	1,48,400	1,71,000		
28	1,27,800	1,52,900	1,77,100		
29	1,31,700	1,57,500	1,82,400		
30	1,35,700	1,62,200	1,87,900		
31	1,39,800	1,67,100	1,93,500		
32	1,44,000	1,72,100	1,99,300		
33	1,48,300	1,77,300	2,05,300		
34	1,52,700	1,82,600	2,11,500		
35	1,57,300	1,88,100			
36	1,62,000	1,93,700			
37	1,66,900	1,99,500			
38	1,71,000	2,05,500			
39	1,77,100				
40	1,82,400				

K. K. Tripathi
11/11

Table 1

Assessment Criteria and Methodology for University/College Teachers

S.No.	Activity	Grading Criteria
1.	Teaching: (Number of classes taught/total classes assigned)x100% (Classes taught includes sessions on tutorials, lab and other teaching related activities)	80% & above - Good Below 80% but 70% & above- Satisfactory Less than 70% - Not satisfactory

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

2.	<p>Involvement in the University/College students related activities/research activities:</p> <p>(a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc.</p> <p>(b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation.</p> <p>(c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.</p> <p>(d) Organising seminars/ conferences/ workshops, other college/university activities.</p> <p>(e) Evidence of actively involved in guiding Ph.D students.</p> <p>(f) Conducting minor or major research project sponsored by national or international agencies.</p> <p>(g) At least one single or joint publication in peerreviewed or UGC list of Journals.</p>	<p>Good - Involved in at least 3 activities</p> <p>Satisfactory - 1-2 activities</p> <p>Not-satisfactory - Not involved / undertaken any of the activities Note:</p> <p>Number of activities can be within or across the broad categories of activities</p>
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Overall Grading:

Good: Good in teaching and satisfactory or good in activity at Sl.No.2.

Or

Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Sl.No.2.

Not Satisfactory: If neither good nor satisfactory in overall grading

Note: For the purpose of assessing the grading of Activity at Serial No. 1 and Serial No. 2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Table 2

Methodology for University and College Teachers for calculating Academic/Research Score

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

S.N.	Academic/Research Activity	Faculty of Sciences /Engineering Agriculture /Veterinary / Medical Sciences	Faculty of Languages / Humanities / Arts / Social Sciences / Library /Education / Physical Education / Commerce / Management & other related disciplines
1.	Research Papers in Peer-Reviewed or UGC listed Journals	08 per paper	10 per paper
2.	Publications (other than Research papers)		
	(a) Books authored which are published by ;		
	International publishers	12	12
	National Publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	10
	Editor of Book by National Publisher	08	08
	(b) Translation works in Indian and Foreign Languages by qualified faculties		
	Chapter or Research paper	03	03
	Book	08	08

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
	(a) Development of Innovative pedagogy	05	05
	(b) Design of new curricula and courses	02 per curricula/course	02 per curricula/course
	(c) MOOCs		
	Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit)	20	20
	MOOCs (developed in 4 quadrant) per module/lecture	05	05
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02	02
	Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	08	08
	(d) E-Content		
	Development of e-Content in 4 quadrants for a complete course/e-book	12	12
	e-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/ paper /e-book	10	10
4	(a) Research guidance		
	Ph.D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M.Phil./P.G dissertation	02 per degree awarded	02 per degree awarded
	(b) Research Projects Completed		
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	(c) Research Projects Ongoing :		
	More than 10 lakhs	05	05

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

	Less than 10 lakhs	02	02
	(d) Consultancy	03	03
5	(a) Patents		
	International	10	10
	National	07	07
	(b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)		
	International	10	10
	National	07	07
	State	04	04
	(c) Awards/Fellowship		
	International	07	07
	National	05	05
6.	*Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)		
	International (Abroad)	07	07
	International (within country)	05	05
	National	03	03
	State/University	02	02

The Research score for research papers would be augmented as follows :

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters li
:

- i) Paper in refereed journals without impact factor - 5 Points
- ii) Paper with impact factor less than 1 - 10 Points
- iii) Paper with impact factor between 1 and 2 - 15 Points
- iv) Paper with impact factor between 2 and 5 -

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

20 Points v) Paper with impact factor between 5 and 10 - 25 Points vi) Paper with impact factor >10 - 30 Points

- (a) Two authors: 70% of total value of publication for each author.
- (b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Cosupervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.

Table: 3 A

Criteria for Short-listing of Candidates for Interview for the Post of Assistant Professors in Universities

S.N.	Academic Record	Score			
1.	Graduation	80% & Above = 15	60% to less than 80% = 13	55% to 45% = 10	less than 45% = 05
2.	Post-Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60% = 20	
3.	M.Phil.	60% & above = 07	55% to less than 60% = 05		
4.	Ph.D.	30			
5.	NET with JRF	07			
	NET	05			
	SLET/SET	03			

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

6.	Research Publications (2 marks for each research publications published in Peer-Reviewed or UGC-listed Journals)	10
7.	Teaching / Post Doctoral Experience (2 marks for one year each)#	10
8.	Awards	
	International / National Level (Awards given by International Organisations/ Government of India / Government of India recognised National Level Bodies)	03
	State-Level (Awards given by State Government)	02

#However, if the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note:

(A) (i) M.Phil + Ph.D Maximum - 30 Marks

(ii) JRF/NET/SET Maximum - 07 Marks

(iii) In awards category Maximum - 03 Marks

(B) Number of candidates to be called for interview shall be decided by the concerned universities.

(C)

Academic Score - 80

Research Publications - 10

Teaching Experience - 10

Total	- 100
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(D) Score shall be valid for appointment in respective State SLET/SET Universities/ Colleges/ Institutions only

Table: 3 B

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

Criteria for Short-listing of candidates for Interview for the Post of Assistant Professors in Colleges

S.N.	Academic Record	Score			
1.	Graduation	80% & Above = 21	60% to less than 80% = 19	55% to 45% = 16	less than 45% = 10
2.	Post-Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60% = 20	
3.	M.Phil.	60% & above = 07	55% to less than 60% = 05		
4.	Ph.D.	25			
5.	NET with JRF	10			
	NET	08			
	SLET/SET	05			
6.	Research Publications (2 marks for each research publications published in Peer-Reviewed or UGC-listed Journals)	06			
7.	Teaching / Post Doctoral Experience (2 marks for one year each)#	10			
8.	Awards				
	International / National Level (Awards given by International Organisations/ Government of India / Government of India recognised National Level Bodies)	03			
	State-Level (Awards given by State Government)	02			

However, if the period of teaching/post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note :

(A)

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

- (i) M.Phil. + Ph.D. Maximum - 25 Marks
- (ii) JRF/NET/SET Maximum - 10 Marks
- (iii) In awards category Maximum - 03 Marks
- (B) Number of candidates to be called for interview shall be decided by the college.
- (C) Academic Score - 84
- Research Publications - 06
- Teaching Experience - 10
- TOTAL - 100
- (D) SLET/SET score shall be valid for appointment in respective State Universities/Colleges/institutions only.

Table 4

Assessment Criteria and Methodology for Librarians

S.No.	Activity	Grading Criteria
1	<p>Regularity of attending library (calculated in terms of percentage of days attended to the total number of days he/she is expected to attend)</p> <p>While attending in the library, the individual is expected to undertake, inter alia, following items of work:</p> <ul style="list-style-type: none"> • Library Resource and Organization and maintenance of books, journals and reports. • Provision of Library reader services such as literature retrieval services to researchers and analysis of report. • Assistance towards updating institutional website 	<p>90% and above - Good</p> <p>Below 90% but 80% and above - Satisfactory</p> <p>Less than 80% - Not satisfactory</p>

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

2.	Conduct of seminars/workshops related to library activity or on specific books or genre of books.	<p>Good – 1 National level seminar/ workshop + 1 State/institution level workshop/Seminar</p> <p>Satisfactory - 1 National level seminar/ workshop or 1 state level seminar/ workshop + 1 institution level seminar/ workshop or 4 institution seminar / workshop</p> <p>Unsatisfactory – Not falling in above two categories</p>
3.	<p>If library has a computerized database then</p> <p>OR</p> <p>If library does not have a computerized database</p>	<p>Good – 100% of physical books and journals in computerized database.</p> <p>Satisfactory – At least 99% of physical books and journals in computerized database.</p> <p>Unsatisfactory – Not falling under good or satisfactory.</p> <p>OR</p> <p>Good – 100% Catalogue database made up to date</p> <p>Satisfactory- 90% catalogue database made up to date</p> <p>Unsatisfactory - Catalogue database not upto mark. (To be verified in random by the CAS Promotion Committee)</p>
4.	Checking inventory and extent of missing books	<p>Good : Checked inventory and missing book less than 0.5%</p> <p>Satisfactory - Checked inventory and missing book less than 1%</p> <p>Unsatisfactory - Did not check inventory</p> <p>Or</p> <p>Checked inventory and missing books 1% or more.</p>
5.	<p>(i) Digitisation of books database in institution having no computerized database.</p> <p>(ii) Promotion of library network.</p> <p>(iii) Systems in place for dissemination of information relating to books and other resources.</p> <p>(iv) Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular activities.</p>	<p>Good : Involved in any two activities</p> <p>Satisfactory : At least one activity</p> <p>Not Satisfactory : Not involved/ undertaken any of the activities.</p>

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

	(v)Design and offer short-term courses for users. (vi)Publications of at least one research paper in UGC approved journals.	
Overall Grading	Good : Good in Item 1 and satisfactory/good in any two other items including Item 4. Satisfactory : Satisfactory in Item 1 and satisfactory /good in any other two items including Item 4. Not satisfactory : If neither good nor satisfactory in overall grading.	
Note :		
(1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment.		
(2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Department of the concerned department, project completion.		
(3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee.		

Table 5

Assessment Criteria and Methodology for Directors of Physical Education and Sports

S. No.	Activity	Grading Criteria
1	Attendance calculated in terms of percentage of days attended to the total number of days he is expected to attend.	<p>90 and above - Good</p> <p>Above 80 but below 90- Satisfactory.</p> <p>Less than 80 - Not satisfactory.</p>
2.	Organizing intra college competition	<p>Good - Intra college competition in more than 5 disciplines.</p> <p>Satisfactory - Intra college competition in 3-5 disciplines.</p>

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

		Unsatisfactory - Neither good nor satisfactory.
3.	Institution participating in external competitions	<p>Good - National level competition in at least one discipline plus State/District level competition in at least 3 disciplines.</p> <p>Satisfactory- State level competition in at least one discipline plus district level competition in at least 3 disciplines.</p> <p>Or District level competition in at least 5 disciplines.</p> <p>Unsatisfactory - Neither good nor satisfactory.</p>
4.	<p>Up-gradation of sports and physical training infrastructure with scientific and technological inputs.</p> <p>Development and maintenance of playfields and sports and physical Education facilities.</p>	Good/Satisfactory/Not-Satisfactory to be assessed by the Promotion committee.
5.	<p>(i)At least one student of the institution participating in national/state/ university (for college levels only) teams. Organizing state/national/inter university/inter college level competition.</p> <p>(ii)Being invited for coaching at state/national level.</p> <p>(iii)Organizing at least three workshops in a year.</p> <p>(iv)Publications of at least one research paper in UGC approved journal.</p> <p>Assistance in college administration and governance related work including work done during admissions, examinations</p>	<p>Good: Involved in any two activities.</p> <p>Satisfactory: 1 activity</p> <p>Not Satisfactory : Not involved/undertaken any of the activities.</p>

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

	and extracurricular college activities.	
Overall Grading	Good: Good in Item 1 and satisfactory/good in any two other items. Satisfactory: Satisfactory in Item 1 and satisfactory/good in any other two items. Not Satisfactory: If neither good nor satisfactory in overall grading.	
Note: i)It is recommended to use ICT technology to monitor the attendance of sports and physical education and compute the criteria of assessment. ii)The institution must obtain student feedback. The feed-backs must be shared with the concerned Director of Physical and Education and Sports and also the CAS Promotion committee. iii)The system of tracking user grievances and the extent of grievance redressal details may also be made available to the CAS Promotion Committee.		

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UNIVERSITY GRANTS COMMISSION

NOTIFICATION

New Delhi, the 11th October, 2021

No. F.9-1/2010(PS/MISC)Pt. Vol.I.—In exercise of the powers conferred under clause (e) and (g) of sub-section (1) of section 26 read with section 14 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following amendment in the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018, namely:-

1. **Short title and commencement.**-(1) These regulations may be called the **University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Amendment Regulations, 2021.**
(2) They shall come into force on the date of their publication in the Official Gazette.
2. **In the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018, in regulation 3, for sub-regulation 3.10, the following sub-regulation shall be substituted, namely:-**
3.10 “The Ph.D. Degree shall be a mandatory qualification for direct recruitment to the post of Assistant Professor in Departments of the Universities with effect from 01.07.2023”

Prof. RAJNISH JAIN, Secy.

[ADVT.-III/4/Exty./320/2021-22]

Note: The Principal regulations were published in the Gazette of India, Extraordinary under Part III, Section 4 vide No. F.1-2/2017(EC/PS) dated 18th July, 2018.

University Grants Commission

(Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) (2nd Amendment) Regulations, 2023

NOTIFICATION

New Delhi, the 30th June, 2023

No. F. 9-1/2010(PS/MISC)Pt. Vol. II.—In exercise of the powers conferred under clause (e) and (g) of sub section (1) of section 26 read with section 14 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following amendment in the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018, namely:-

- 1. Short title and commencement.-(1) These regulations may be called the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) (2nd Amendment) Regulations, 2023.**
(2) They shall come into force with effect from 1st July, 2023.
- 2. In the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018, in regulation 3, for sub-regulation 3.10, the following sub-regulation shall be substituted, namely:-**
3.10 “NET/SET/SLET shall be the minimum criteria for the direct recruitment to the post of Assistant Professor for all Higher Education Institutions.”

As a consequence, in regulation 3, for sub-regulation 3.10, of the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) (1st Amendment) Regulations, 2021 stands deleted.

Prof. MANISH JOSHI, Secy.

[ADVT.-III/4/Exty./249/2023-24]

Note : The Principal Regulations were published in the Gazette of India, Extraordinary under Part III, Section 4 *vide* No. F. 1-2/2017 (EC/PS) dated 18th July, 2018.

University Grants Commission

(Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) (3rd Amendment) Regulations, 2023.

NOTIFICATION

New Delhi, the 31st July, 2023

F. No. 9-1/2010(PS/MISC)Pt. Vol.II.—In exercise of the powers conferred under clause (e) and (g) of sub-section (1) of section 26 read with section 14 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following amendment in the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018, namely:-

- 1. Short title and commencement. -(1) These regulations may be called the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) (3rd Amendment) Regulations, 2023.**
(2) These shall come into force on the date of their publication in the Official Gazette.
- 2. The following regulations in the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018, shall stand amended and be read as under: -**

Regulation	Existing Provisions in Principal Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2018	Amended provisions in principal Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2018

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

3.12	No person shall be appointed to the post of University and College teacher, Librarian or Director of Physical Education and Sports, in any university or in any of institutions including constituent or affiliated colleges recognized under clause (f) of Section 2 of the University Grants Commission Act, 1956 or in an institution deemed to be a University under Section 3 of the said Act if such person does not fulfil the requirements as to the qualifications for the appropriate post as provided in the Schedule 1 of these Regulations.	No person shall be appointed to the post of University and College teacher, Librarian, or Director of Physical Education and Sports, in any university or in any of the institutions including constituent or affiliated colleges recognized under clause (f) of Section 2 of the University Grants Commission Act, 1956 or in an institution deemed to be a University under Section 3 of the said Act if such person does not fulfil the requirements as to the qualifications for the appropriate post as provided in these Regulations.
6.3	The criteria for promotions under Career Advancement Scheme laid down under these Regulations shall be effective from the date of notification of these Regulations. However, to avoid hardship to those faculty members who have already qualified or are likely to qualify shortly under the existing regulations, a choice may be given to them, for being considered for promotions under the existing Regulations. This option can be exercised only within three years from the date of notification of these Regulations.	The criteria for promotions under Career Advancement Scheme laid down under these Regulations shall be effective from the date of notification of these Regulations. However, to avoid hardship to those faculty members who have already qualified or are likely to qualify within six months (till 17th January, 2019) as per the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education, 2010, a choice may be given to them either, for being considered for promotions under the 2010 or 2018 Regulations. This option can be exercised only up to 31st December 2023 and the date of eligibility shall be retained as the date of promotion. On the date of submission of the application, the candidate should fulfil all eligibility criteria required for promotion.

Minimum Qualifications for Appointment on Teaching and other Academic Posts:

6.3 VI (iii)	The candidate who does not succeed in the first assessment, he/she shall have to be re-assessed only after one year. When such a candidate succeeds in the eventual assessment, his/her promotion shall be deemed to be one year from the date of rejection.	The candidate who does not succeed in the first assessment, he/she shall have to be re-assessed only after one year. When such a candidate succeeds in the eventual assessment, his/her promotion shall be effected either from 1st January or 1st July depending on the date of eventual assessment, as detailed below: If the eventual assessment is between 1st January and 30th June of a year, the promotion shall be granted from 1st July of the year. If the eventual assessment is between 1st July and 31st December of a year, the promotion shall be granted from 1st January of next year.
6.3 VIII	The requirement for the Orientation Course and Refresher Course for promotions due under the CAS shall not be mandatory up to 31st December 2018.	Wherever the requirement of the Orientation Course (OC)/Refresher Course (RC) has remained incomplete, the promotions would not be held up, but these requirements should be fulfilled by 31st December 2023 or as notified by the Commission from time to time.
S. No. 3 under Table 3A	M.Phil.	M.Phil./ LLM /M.Tech/ M.Arch/ M.E./ M.V.Sc./M.D etc.
S.No. D under the category of Note below Table 3A	The score shall be valid for appointment in respective State SLET/ SET Universities/ Colleges/Institutions only.	SLET/SET score shall be valid for appointment in respective State Universities/Colleges/ Institutions only.
S.No. 3 under Table 3B	M.Phil.	M.Phil./ LLM / M.Tech / M.Arch / M.E / M.V.Sc. /M.D etc.

5

Prof. MANISH JOSHI, Secy.

[ADVT.-III/4/Exty./317/2023-24]

Note: The Principal Regulations were published in the Gazette of India, Extraordinary under Part III, Section 4 *vide* No. F. 1-2/2017 (EC/PS) dated 18th July 2018.

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University Grants Commission
Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009

F.1-16/2007(CPP-II)

PREAMBLE.

In view of the directions of the Hon'ble Supreme Court in the matter of "University of Kerala v/s. Council, Principals, Colleges and others" in SLP no. 24295 of 2006 dated 16.05.2007 and that dated 8.05.2009 in Civil Appeal number 887 of 2009, and in consideration of the determination of the Central Government and the University Grants Commission to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students, the University Grants Commission, in consultation with the Councils, brings forth this Regulation.

In exercise of the powers conferred by Clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely;

1. Title, commencement and applicability.-

- 1.1 These regulations shall be called the "UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009".
- 1.2 They shall come into force from the date of their publication in the Official Gazette.
- 1.3 They shall apply to all the institutions coming within the definition of an University under sub-section (f) of section (2) of the University Grants Commission Act, 1956, and to all institutions deemed to be a university under Section 3 of the University Grants Commission Act, 1956, to all other higher educational institutions, or elements of such universities or institutions, including its departments, constituent units and all the premises, whether being academic, residential, playgrounds, canteen, or other such premises of such universities, deemed universities and higher educational institutions, whether located within the campus or outside, and to all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such universities, deemed universities and higher educational institutions.

2. Objectives.-

To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear

or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student; and thereby, to eliminate ragging in all its forms from universities, deemed universities and other higher educational institutions in the country by prohibiting it under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

3. What constitutes Ragging.- Ragging constitutes one or more of any of the following acts:

- a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause: annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
1. any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

4. Definitions.-

- 1) In these regulations unless the context otherwise requires,-
 - a) "Act" means, the University Grants Commission Act, 1956 (3 of 1956);
 - b) "Academic year" means the period from the commencement of admission of students in any course of study in the institution up to the completion of academic requirements for that particular year.
 - c) "Anti-Ragging Helpline" means the Helpline established under clause (a) of Regulation 8.1 of these Regulations.
 - d) "Commission" means the University Grants Commission;

- e) "Council" means a body so constituted by an Act of Parliament or an Act of any State Legislature for setting, or co-ordinating or maintaining standards in the relevant areas of higher education, such as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research ((CAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI), etc. and the State Higher Education Councils
 - f) "District Level Anti-Ragging Committee" means the Committee, headed by the District Magistrate, constituted by the State Government, for the control and elimination of ragging in institutions within the jurisdiction of the district.
 - g) "Head of the institution" means the Vice-Chancellor in case of a university or a deemed to be university, the Principal or the Director or such other designation as the executive head of the institution or the college is referred.
 - h) "Fresher" means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institution.
 - i) "Institution" means a higher educational Institution, including, but not limited to an university, a deemed to be university, a college, an institute, an institution of national importance set up by an Act of Parliament or a constituent unit of such institution, imparting higher education beyond 12 years of schooling leading to, but not necessarily culminating in, a degree (graduate, postgraduate and/or higher level) and/or to a university diploma.
 - j) "NAAC" means the National Academic and Accreditation Council established by the Commission under section 12(ccc) of the Act;
 - k) "State Level Monitoring Cell" means the body constituted by the State Government for the control and elimination of ragging in institutions within the jurisdiction of the State, established under a State Law or on the advice of the Central Government, as the case may be.
- (2) Words and expressions used and not defined herein but defined in the Act or in the General Clauses Act, 1897, shall have the meanings respectively assigned to them in the Act or in the General Clauses Act, 1897, as the case may be.

5. Measures for prohibition of ragging at the institution level:-

- a) No institution or any part of it thereof, including its elements, including, but not limited to, the departments, constituent units, colleges, centres of studies and all its premises, whether academic, residential, playgrounds, or canteen, whether located within the campus or outside, and in all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such institutions, shall permit or condone any reported incident of ragging in any form; and all institutions shall take all necessary and required measures, including but not limited to the provisions of these Regulations, to achieve the objective of eliminating ragging, within the institution or outside,
- b) All institutions shall take action in accordance with these Regulations against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

6. Measures for prevention of ragging at the institution level.-

6.1 An institution shall take the following steps in regard to admission or registration of students; namely,

a) Every public declaration of intent by any Institution, in any electronic, audio-visual or print or any other media, for admission of students to any course of study shall expressly provide that ragging is totally prohibited in the institution, and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with these Regulations as well as under the provisions of any penal law for the time being in force.

b) The brochure of admission/instruction booklet or the prospectus, whether in print or electronic format, shall prominently print these Regulations in full.

Provided that the institution shall also draw attention to any law concerning ragging and its consequences, as may be applicable to the institution publishing such brochure of admission/instruction booklet or the prospectus.

Provided further that the telephone numbers of the Anti-Ragging Helpline and all the important functionaries in the institution, including but not limited to the Head of the institution, faculty members, members of the Anti-Ragging Committees and Anti-Ragging Squads, District and Sub-Divisional authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be published in the brochure of admission/instruction booklet or the prospectus. c) Where an institution is affiliated to a University and publishes a brochure of admission/instruction booklet or a prospectus, the affiliating university shall ensure that the affiliated institution shall comply with the provisions of clause (a) and clause (b) of Regulation 6.1 of these Regulations.

d) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that he/she has not been expelled and/or debarred by any institution and further aver that he/she would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of such student.

e) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the parents/guardians of the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the parents/guardians of the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these.

Regulations and also affirm to the effect that his/her ward has not been expelled and/or debarred by any institution and further aver that his/her ward would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, his/her ward is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of his/her ward.

- f) The application for admission shall be accompanied by a document in the form of, or annexed to, the School Leaving Certificate/Transfer Certificate/Migration Certificate/Character Certificate reporting on the inter-personal/social behavioural pattern of the applicant, to be issued by the school or institution last attended by the applicant, so that the institution can thereafter keep watch on the applicant, if admitted, whose behaviour has been commented in such document.
- g) A student seeking admission to a hostel forming part of the institution, or seeking to reside in any temporary premises not forming part of the institution, including a private commercially managed lodge or hostel, shall have to submit additional affidavits countersigned by his/her parents/guardians in the form prescribed in Annexure I and Annexure II to these Regulations respectively along with his/her application.
- h) Before the commencement of the academic session in any institution, the Head of various of the Institution shall convene and address a meeting functionaries/agencies, such as Hostel Wardens, representatives of students, parents/guardians, faculty, district administration including the police, to discuss the measures to be taken to prevent ragging in the institution and steps to be taken to identify those indulging in or abetting ragging and punish them.
- i) The institution shall, to make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, prominently display posters depicting the provisions of penal law applicable to incidents of ragging, and the provisions of these Regulations and also any other law for the time being in force, and the punishments thereof, shall be prominently displayed on Notice Boards of all departments, hostels and other buildings as well as at places, where students normally gather and at places, known to be vulnerable to occurrences of ragging incidents.
- j) The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.
- k) The institution shall identify, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents.
- l) The institution shall tighten security in its premises, especially at vulnerable places and intense policing by Anti-Ragging Squad, referred to in these Regulations and volunteers, if any, shall be resorted to at such points at odd hours during the first few months of the academic session.
- m) The institution shall utilize the vacation period before the start of the new academic year to launch a publicity campaign against ragging through posters, leaflets and such other means, as may be desirable or required, to promote the objectives of these Regulations.

- n) The faculties/departments/units of the institution shall have induction arrangements, including those which anticipate, identify and plan to meet any special needs of any specific section of students, in place well in advance of the beginning of the academic year with an aim to promote the objectives of this Regulation.
 - o) Every institution shall engage or seek the or seek the assistance of professional counsellors before the commencement of the academic session, to be available when required by the institution, for the purposes of offering counselling to freshers and to other students after the commencement of the academic year.
 - p) The head of the institution shall provide information to the local police and local authorities, the details of every privately commercially managed hostels or lodges used for residential purposes by students enrolled in the institution and the head of the institution shall also ensure that the Anti-Ragging Squad shall ensure vigil in such locations to prevent the occurrence of ragging therein.
- 6.2 An institution shall, on admission or enrolment or registration of students, take the following steps, namely;
- a) Every fresh student admitted to the institution shall be given a printed leaflet detailing to whom he/she has to turn to for help and guidance for various purposes including addresses and telephone numbers, so as to enable the student to contact the concerned person at any time, if and when required, of the Anti-Ragging Helpline referred to in these Regulations, Wardens, Head of the institution, all members of the anti-ragging squads and committees, relevant district and police authorities.
 - b) The institution, through the leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall explain to the freshers, the arrangements made for their induction and orientation which promote efficient and effective means of integrating them fully as students with those already admitted o the institution in earlier years.
 - c) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shali inform the freshers about their rights as bona fide students of the Institution and clearly instructing them that they should desist from doing anything, with or against their will, even if ordered to by the seniors students, and that any attempt of ragging shall be promptly reported to the Anti-ragging Squad or to the Warden or to the Head of the institution, as the case may be.
 - d) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution,
 - e) The institution shall, on the arrival of senior students after the first week or after the second week, as the case may be, schedule orientation programmes as follows, namely; (i) joint sensitization programme and counselling of both freshers and senior students by a professional counsellor, referred to in clause (o) of Regulation 6.1 of these Regulations; (II) joint orientation programme of freshers and seniors to be addressed by the Head of the institution and the anti -ragging committee; (iii) organization on a large scale of cultural, sports and other activities to provide a platform for the freshers and seniors to interact in the presence of faculty members; (iv) in the hostel, the warden should address all

students; and may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration.(v) as far as possible faculty members should dine with the hostel residents in their respective hostels to instil a feeling of confidence among the freshers.

- f) The institution shall set up appropriate committees, including the course-in-charge, student advisor, Wardens and some senior students as its members, to actively monitor, promote and regulate healthy interaction between the freshers, junior students and senior students.
- g) Freshers or any other student(s), whether being victims, or witnesses, in any incident of ragging, shall be encouraged to report such occurrence, and the identity of such informants shall be protected and shall not be subject to any adverse consequence only for the reason for having reported such incidents. h) Each batch of freshers, on arrival at the institution, shall be divided into small groups and each such group shall be assigned to a member of the faculty, who shall interact individually with each member of the group every day for ascertaining the problems or difficulties, if any, faced by the fresher in the institution and shall extend necessary help to the fresher in overcoming the same.
- i) It shall be the responsibility of the member of the faculty assigned to the group of freshers, to coordinate with the Wardens of the hostels and to make surprise visits to the rooms in such hostels, where a member or members of the group are lodged; and such member of faculty shall maintain a diary of his/her interaction with the freshers under his/her charge.
- j) Freshers shall be lodged, as far as may be, in a separate hostel block, and where such facilities are not available, the institution shall ensure that access of seniors to accommodation allotted to freshers is strictly monitored by wardens, security guards and other staff of the institution.
- k) A round the clock vigil against ragging in the hostel premises, in order to prevent ragging in the hostels after the classes are over, shall be ensured by the institution.
- l) It shall be the responsibility of the parents/guardians of freshers to promptly bring any instance of ragging to the notice of the Head of the Institution.
- m) Every student studying in the institution and his/her parents/guardians shall provide the specific affidavits required under clauses (d), (e) and (g) of Regulation 6.1 of these Regulations at the time of admission or registration, as the case 'may be, during each academic year.
- n) Every institution shall obtain the affidavit from every student as referred to above in clause (m) of Regulation 6.2 and maintain a proper record of the same and to ensure its safe upkeep thereof, including maintaining the copies of the affidavit in an electronic form, to be accessed easily when required either by the Commission or any of the Councils or by the institution or by the affiliating University or by any other person or organisation authorised to do so.
- o) Every student at the time of his/her registration shall inform the institution about his/her place of residence while pursuing the course of study, and in case the student has not decided his/her place of residence or intends to change the same, the details of his place of residence shall be provided immediately on deciding the same; and specifically in regard to a private commercially managed lodge or hostel where he/she has taken up residence.

- p) The Head of the institution shall, on the basis of the information provided by the student under clause (c) of Regulation 6.2, apportion sectors to be assigned to members of the faculty, so that such member of faculty can maintain vigil and report any incident of ragging outside the campus or en route while commuting to the institution using any means of transportation of students, whether public or private.
- q) The Head of the institution shall, at the end of each academic year, send a letter to the parents/guardians of the students who are completing their first year in the institution, informing them about these Regulations and any law for the time being in force prohibiting ragging and the punishments thereof as well as punishments prescribed under the penal laws, and appealing to them to impress upon their wards to desist from indulging in ragging on their return to the institution at the beginning of the academic session next.

Every institution shall constitute the following bodies; namely,

- a) Every institution shall constitute a Committee to be known as the Anti-Ragging Committee to be nominated and headed by the Head of the institution, and consisting of representatives of civil and police administration, local media, Non Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the freshers' category as well as senior students, non-teaching staff; and shall have a diverse mix of membership in terms of levels as well as gender.
- b) It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution.
- c) Every institution shall also constitute a smaller body to be known as the Anti-Ragging Squad to be nominated by the Head of the Institution with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times.

Provided that the Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation. d) It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.

- e) It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action under clause (a) of Regulation 9.1.

Provided that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may be required.

- f) Every institution shall, at the end of each academic year, in order to promote the objectives of these Regulations, constitute a Mentoring Cell consisting of students volunteering to be Mentors for freshers, in the succeeding academic year; and there shall be as many levels or tiers of Mentors as the number of batches in the Institution, at the rate of one Mentor for six freshers and one Mentor of a higher level for six Mentors of the lower level.
 - g) Every University shall constitute a body to be known as Monitoring Cell on Ragging, which shall coordinate with the affiliated colleges and institutions under the domain of the University to achieve the objectives of these Regulations; and the Monitoring Cell shall call for reports from the Heads of institutions in regard to the activities of the Anti-Ragging Committees, Anti-Ragging Squads, and the Mentoring Cells at the institutions, and it shall also keep itself abreast of the decisions of the District level Anti-Ragging Committee headed by the District Magistrate.
 - h) The Monitoring Cell shall also review the efforts made by institutions to publicize anti-ragging measures, soliciting of affidavits from parents/guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violations; and shall function as the prime mover for Initiating action, on the part of the appropriate authorities of the university for amending the Statutes or Ordinances or Bye-laws to facilitate the implementation of anti-ragging measures at the level of the institution.
- 6.4 Every institution shall take the following other measures, namely;
- a) Each hostel or a place where groups of students reside, forming part of the institution, shall have a full-time Warden, to be appointed by the institution as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents of ragging within the hostel, as well as the softer skills of counselling and communicating with the youth outside the class-room situation; and who shall reside within the hostel, or at the very least, in the close vicinity thereof.
 - b) The Warden shall be accessible at all hours and be available on telephone and other modes of communication, and for the purpose the Warden shall be provided with a mobile phone by the institution, the number of which shall be publicised among all students residing in the hostel.
 - c) The institution shall review and suitably enhance the powers of Wardens; and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them.
 - d) The professional counsellors referred to under clause (o) of Regulation 6.1 of these Regulations shall, at the time of admission, counsel freshers and/or any other student(s) desiring counselling, in order to prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counselling sessions.
 - e) The institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counselling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.

- f) In order to enable a student or any person to communicate with the Anti- Ragging Helpline, every institution shall permit unrestricted access to mobile phones and public phones in hostels and campuses, other than in class-rooms, seminar halls, library, and in such other places that the institution may deem it necessary to restrict the use of phones.
- g) The faculty of the institution and its non-teaching staff, which includes but is not limited to the administrative staff, contract employees, security guards and employees of service providers providing services within the institution, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof.
- h) The institution shall obtain an undertaking from every employee of the institution including all teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns and employees of service providers providing services within the institution, that he/she would report promptly any case of ragging which comes to his/her notice.
- i) The institution shall make a provision In the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging, which will form part of their service record.
- j) The institution shall give necessary instructions to the employees of the canteens and messing, whether that of the institution or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging to the Head of the institution or members of the Anti-Ragging Squad or members of the Anti-Ragging Committee or the Wardens, as may be required.
- k) All Universities awarding a degree in education at any level, shall be required to ensure that institutions imparting Instruction in such courses or conducting training programme for teachers include inputs relating to anti- ragging and the appreciation of the relevant human rights, as well as inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counselling approach.
- l) Discreet random surveys shall be conducted amongst the freshers every fortnight during the first three months of the academic year to verify and cross- check whether the institution is indeed free of ragging or not and for the purpose the institution may design Its own methodology of conducting such surveys.
- m) The institution shall cause to have an entry, apart from those relating to general conduct and behaviour, made in the Migration/Transfer Certificate issued to the student while leaving the institution, as to whether the student has been punished for committing or abetting an act of ragging, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others, during his course of study in the institution.
- n) Notwithstanding anything contained in these Regulations with regard to obligations and responsibilities pertaining to the authorities or members of bodies prescribed above, it shall be the general collective responsibility of all levels and sections of authorities or functionaries including members of the faculty and employees of the institution, whether regular or temporary, and employees of service providers providing service within the institution, to prevent or to act promptly against the occurrence of ragging or any incident of ragging which comes to their notice.

- o) The Heads of institutions affiliated to a University or a constituent of the University, as the case may be, shall, during the first three months of an academic year, submit a weekly report on the status of compliance with Anti- Ragging measures under these Regulations, and a monthly report on such status thereafter, to the Vice-Chancellor of the University to which the institution is affiliated to or recognized by.
 - p) The Vice Chancellor of each University, shall submit fortnightly reports of the University, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the State Level Monitoring Cell.
- 7. Action to be taken by the Head of the institution.** On receipt of the recommendation of the Anti Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorised by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely;
- i. Abetment to ragging;
 - ii. Criminal conspiracy to rag;
 - iii. Unlawful assembly and rioting while ragging;
 - iv. Public nuisance created during ragging;
 - v. Violation of decency and morals through ragging;
 - vi. Injury to body, causing hurt or grievous hurt;
 - vii. Wrongful restraint;
 - viii. Wrongful confinement;
 - ix. Use of criminal force;
 - x. Assault as well as sexual offences or unnatural offences;
 - xi. Extortion;
 - xii. Criminal trespass;
 - xiii. Offences against property;
 - xiv. Criminal intimidation;
 - xv. Attempts to commit any or all of the above mentioned offences against the victim(s);
 - xvi. Threat to commit any or all of the above mentioned offences against the victim(s);
 - xvii. Physical or psychological humiliation;
 - xviii. All other offences following from the definition of "Ragging".

Provided that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating University, if the institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the Incident of ragging.

8. Duties and Responsibilities of the Commission and the Councils.-

- 8.1 The Commission shall, with regard to providing facilitating communication of information regarding incidents of ragging in any institution, take the following steps, namely;
- a) The Commission shall establish, fund and operate, a toll-free Anti-Ragging Helpline, operational round the clock, which could be accessed by students in distress owing to ragging related incidents.
 - b) Any distress message received at the Anti-Ragging Helpline shall be simultaneously relayed to the Head of the Institution, the Warden of the Hostels, the Nodal Officer of the affiliating University, if the incident reported has taken place in an institution affiliated to a University, the concerned District authorities and if so required, the District Magistrate, and the Superintendent of Police, and shall also be web enabled so as to be in the public domain simultaneously for the media and citizens to access it.
 - c) The Head of the Institution shall be obliged to act immediately in response to the information received from the Anti-Ragging Helpline as at sub-clause (b) of this clause.
 - d) The telephone numbers of the Anti-Ragging Helpline and all the important functionaries in every institution, Heads of institutions, faculty members, members of the anti-ragging committees and anti ragging squads, district and sub-divisional authorities and state authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be widely disseminated for access or to seek help in emergencies.
 - e) The Commission shall maintain an appropriate data base to be created out of affidavits, affirmed by each student and his/her parents/guardians and stored electronically by the institution, either on its or through an agency to be designated by it; and such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.
 - f) The Commission shall make available the database to a non-governmental agency to be nominated by the Central Government, to build confidence in the public and also to provide Information of non compliance with these Regulations to the Councils and to such bodies as may be authorised by the Commission or by 'the Central Government.
- 8.2 The Commission shall take the following regulatory steps, namely;
- a) The Commission shall make it mandatory for the institutions to incorporate in their prospectus, the directions of the Central Government or the State Level Monitoring Committee with regard to prohibition and consequences of ragging, and that non-compliance with these Regulations and directions so provided, shall be considered as lowering of academic standards by the institution, therefore making it liable for appropriate action.
 - b) The Commission shall verify that the institutions strictly comply with the their requirement of getting the affidavits from the students and parents/guardians as envisaged under these Regulations.
 - c) The Commission shall include a specific condition in the Utilization Certificate, in respect of any financial assistance or grants-in-aid to any institution under any of the general or special schemes of the Commission, that the institution has complied with the anti-ragging measures.

- d) Any incident of ragging in an institution shall adversely affect its accreditation, ranking or grading by NAAC or by any other authorised accreditation agencies while assessing the institution for accreditation, ranking or grading purposes.
- e) The Commission may accord priority in financial grants-in-aid to those institutions, otherwise eligible to receive grants under section 128 of the Act, which report a blemishless record in terms of there being no reported incident of ragging.
- f) The Commission shall constitute an Inter-Council Committee, consisting of representatives of the various Councils, the Non-Governmental agency responsible for monitoring the database maintained by the Commission under clause (g) of Regulation 8.1 and such other bodies in higher education, to coordinate and monitor the anti-ragging measures in institutions across the country and to make recommendations from time to time; and shall meet at least once in six months each year.
- g) The Commission shall institute an Anti-Ragging Cell within the Commission as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State Level Monitoring Cell and University level Committees for effective implementation of anti-ragging measures, and the Cell shall also coordinate with the Non-Governmental agency responsible for monitoring the database maintained by the Commission appointed under clause (g) of Regulation 8.1.

9. Administrative action in the event of ragging.-

9.1 The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed hereinunder:

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.
- b) The Anti-Ragging Committee may, depending on the nature and gravity of the quilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
 - i. Suspension from attending classes and academic privileges.
 - ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
 - iii. Debarring from appearing in any test/ examination or other evaluation process.
 - iv. Withholding results.
 - v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
 - vi. Suspension, expulsion from the hostel.
 - vii. Cancellation of admission.
 - viii. Rustication from the institution for period ranging from one to four semesters.
 - ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.

- c) An appeal against the order of punishment by the Anti-Ragging Committee shall lie,
 - i. in case of an order of an institution, affiliated to or constituent part, of a University, to the Vice-Chancellor of the University;
 - ii. in case of an order of a University, to its Chancellor.
 - iii. in case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.
- 9.2 Where an institution, being constituent of, affiliated to or recognized by a University, fails to comply with any of the provisions of these Regulations or fails to curb ragging effectively, such University may take any one or more of the following actions, namely;
 - i. Withdrawal of affiliation/recognition or other privileges conferred.
 - ii. Prohibiting such institution from presenting any student or students then undergoing any programme of study therein for the award of any degree/diploma of the University.

Provided that where an institution is prohibited from presenting its student or students, the Commission shall make suitable arrangements for the other students so as to ensure that such students are able to pursue their academic studies.
 - iii. Withholding grants allocated to it by the university, if any
 - iv. Withholding any grants channelised through the university to the institution.
 - v. Any other appropriate penalty within the powers of the university.
- 9.3 Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the institution, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards, complaints of ragging, or who fail to take timely steps, whether required under these Regulations or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the institution, against such member of the faculty or staff.

Provided that where such lapse is attributable to the Head of the institution, the authority designated to appoint such Head shall take such departmental disciplinary action; and such action shall be without prejudice to any action that may be taken under the penal laws for abetment of ragging for failure to take timely steps in the prevention of ragging or punishing any student found guilty of ragging.
- 9.4 The Commission shall, in respect of any institution that fails to take adequate steps to prevent ragging or fails to act in accordance with these Regulations or fails to punish perpetrators or incidents of ragging suitably, take one or more of the following measures, namely;
 - i. Withdrawal of declaration of fitness to receive grants under section 12B of the Act.
 - ii. Withholding any grant allocated.
 - iii. Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the Commission.
 - iv. Informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum academic standards.

- v. Taking such other action within its powers as it may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with the provisions of these Regulations.

Provided that the action taken under this clause by the Commission against any institution shall be shared with all Councils.

(Dr. R.K. Chauhan)

Secretary

University Grants Commission
(Curbing the Menace of Ragging in Higher Education Institutions)
(Amendment) Regulations, 2012.

No.F.15-3/2012(ARC)

8th October, 2012

In exercise of power conferred under clause (g) of sub-section (1) of section 26 of the University Grants Commission Act. 1956 (3 of 1956) the University Grants Commission make hereby the following regulations, namely:

- 1) These regulations may be called the “curbing the Menace of Ragging in Higher Education Institutions (Amendment) Regulations, 2012.”
- 2) They shall come into force on the date of their publication in the Official Gazette.
- 3) They shall come into force with immediate effect.
2. In UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (hereinafter referred to as the Principal regulations), in regulation 1, in sub-regulation 1.1, for the letters and words “UGC Regulations on curbing the Menace of Ragging in Higher Educational Institutions: the words “Curbing the Menace of Ragging in Higher Educational Institutions Regulations” shall be substituted.
3. In the principal regulations in regulation 8,
 - a) In sub-regulation 8.1, in clause (f), for the words “Central Government”, the words “University Grants Commission” shall be substituted;
 - b) In sub-regulation 8.2, in clause (f), for the words brackets, letter and figures “clause (g) of regulation 8.1”, the words, brackets, letter and figures “clause (f) of Regulation 8.1” shall be substituted.

Foot Note: The principal Regulations were published in the Gazette of India, vide notification number 24 dated 04.07.2009.

(N. Adil Kazmil)

Secretary

University Grants Commission (Grievance Redressal) Regulations, 2012.

F. No. 14-4/2012(CPP-II)--In exercise of the power conferred under sub-section (1) of section 26 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following regulations, namely:-

1. Short title, application and commencement:-

- (1) These regulations shall be called the University Grants Commission (Grievance Redressal) Regulations, 2012.
- (2) They shall apply to every University, whether established or incorporated by or under a Central Act or a State Act, and every institution recognised by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a university declared as such under Section 3 of the said Act.
- (3) They shall come into force from the date of their publication in the Official Gazette.

2. Definition In these regulations, unless the context otherwise requires

- (a) "Act" means the University Grants Commission Act, 1956 (3 of 1956);
- (b) "aggrieved student" means a student who has any complaint in the matters concerned with the grievances defined under these regulations, and includes a persons seeking admission to any institution of higher education;
- (c) "college" means any institution, whether known as such or by any other name, which provides for a course of study for obtaining any qualification from a university and which, in accordance with the rules and regulations of such university, is recognised as competent to provide for such course of study and present students undergoing such course of study for the examination for the award of such qualification;
- (d) "Commission" means the University Grants. Commission established under section 4 of the UGC Act, 1956.
- (e) "declared admission policy" means such policy for admission to a course or program of study as may be offered by the institution and published in the prospectus referred to in sub-regulation (1) of regulation 3.
- (f) "grievances" include the following complaints of the aggrieved students, namely:
 - (i) making admission contrary to merit determined in accordance. with the declared admission policy of the institute;
 - (ii) irregularity in the admission process adopted by the institute;
 - (iii) refusing admission in accordance with the declared admission policy of the institute;
 - (iv) non publication of prospectus, as specified;
 - (v) publishing any information in the prospectus, which is false or misleading, and not based on facts;
 - (vi) withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution, with a view to induce or compel such person to pay any fee or fees in respect of any course or program of study which such person does not intend to pursue;

- (vii) demand of money in excess of that specified in the declared admission policy or approved by the competent authority to be charged by such institution;
 - (viii) breach of the policy for reservation in admission as may be applicable;
 - (ix) complaints, of alleged discrimination of students, from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minority or Disabled categories;
 - (x) non payment or delay in payment of scholarships to any student that such institution is committed, under the conditions imposed by University Grants Commission, or by any other authority;
 - (xi) delay in conduct of examinations or declaration of results beyond that specified in the academic calendar;
 - (xii) on provision of student amenities as may have been promised or required to be provided by the institution;
 - (xiii) denial of quality education as promised at the time of admission or required to be provided;
 - (xiv) non transparent or unfair evaluation practices;
 - (xv) harassment and victimisation of students, including sexual harassment;
 - (g) "Grievance Redressal Committee" means a committee constituted under these regulations;
 - (h) "Higher Educational Institution" means a University within the meaning of clause (f) of Section 2, a college within the meaning of clause (b) of sub- section (1) of Section 12A, and an institution deemed to be a University declared under Section 3, of the University Grants Commission Act, 1956;
 - (i) "institution" for the purposes of these regulations, means university, college or institution, as the case may be;
 - (j) "Office of profit" means an office which is capable of yielding a profit or pecuniary gain, and to which some pay, salary, emolument, remuneration or non-compensatory allowance is attached;
 - (k) "Ombudsman" means the Ombudsman appointed under regulation 4 of these regulations;
 - (l) "university" means a university established or incorporated by or under a Central Act or a State Act and includes an institution deemed to be university declared as such under Section 3 of the Act.
3. Mandatory publication of prospectus, its contents and pricing:-- (1) Every higher education institution, shall publish, before expiry of sixty days prior the date of the commencement of the admission to any of its courses or programmes of study, a prospectus containing the following for the purposes of informing those persons intending to seek admission to such institution and the general public, namely:-
- (a) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or programme of study, and the other terms and conditions of such payment;
 - (b) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such 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 that student;

- (c) the number of seats approved by the appropriate statutory authority in respect of each course or programme of study for the academic year for which admission is proposed to be made;
 - (d) the conditions of eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or programme of study, where so specified by the institution;
 - (e) the educational qualifications specified by the relevant appropriate statutory authority, or by the institution, where no such qualifying standards have been specified by any statutory authority;
 - (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 course or programme of study and the amount of fee to be paid for the admission test;
 - (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 members are on regular basis or as visiting member;
 - (h) information in regard to physical and academic infrastructure and other facilities including hostel accommodation, library and hospital or industry wherein the practical training to be imparted to the students and in particular the facilities accessible by students on being admitted to the institution;
 - (i) broad outlines of the syllabus specified by the appropriate statutory authority or by the institution, as the case may be, for every course or programme of study, including the teaching hours, practical sessions and other assignments;
 - (j) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution, and, in particular such discipline relating to the prohibition of ragging of any student or students and the consequences thereof and for violating the provisions of any regulation in this behalf made by the relevant statutory regulatory authority; and
 - (k) any such other information as may be specified by the Commission:
Provided that an institution shall publish information referred to in items (a) to (i) of this sub regulation, on its website, and the attention of prospective students and the general public shall be drawn to such publication on the website through advertisements displayed prominently in the different newspapers and through other media: Provided further that an institution may publish prospectus in accordance with this sub regulation at any time before the period of sixty days.
- (2) Every institution shall fix the price of each printed copy of the prospectus, being not more than the reasonable cost of its publication and distribution and no profit be made out of the publication, distribution or sale of prospectus.
4. Appointment, tenure, removal and conditions of services under grievance redressal mechanism -
- (1) Each University shall appoint an Ombudsman for redressal of grievances of students under these regulations.
 - (2) The Ombudsman shall be a person who has been a judge not below the rank of a District Judge or a retired professor who has at least ten years' experience as a professor.

- (3) The Ombudsman shall not, at the time of appointment, during one year before such appointment, or in the course of his tenure as Ombudsman, be in a conflict of interest with the university where his personal relationship, professional affiliation or financial interest may compromise or reasonably appear to compromise, the independence of judgement toward the university.
- (4) The Ombudsman, or any member of his immediate family shall not -
 - (a) hold or have held at any point in the past, any post or, employment in the office of profit in the University;
 - (b) have any significant relationship, including personal, family, professional or financial, with the university;
 - (c) hold any position in university by whatever name called, in the administration or governance structure of the university.
- (5) The Ombudsman in a State University shall be appointed by the university on part-time basis from a panel of three names recommended by the search committee consisting of the following members, namely:-
 - (a) nominee of the Governor of the State Chairman
 - (b) ; two Vice-Chancellors, by rotation from public universities of the State to be nominated by the State Government Members
 - (c) one Vice-Chancellor, by rotation from a private university of the State to be nominated by the State Government - Member
 - (d) Secretary (Higher Education) of the State Member-- Convener.
- (6) The Ombudsman in a Central University and institution deemed to be university shall be appointed by the Central University or institution as the case may be on part-time basis from a panel of three names recommended by the search committee consisting of the following members, namely:-
 - a) Chairman of the University Grants Commission or his nominee - Chairman;
 - b) one Vice Chancellor from central university, by rotation, to be nominated by the Central Government - Member;
 - c) one Vice Chancellor from institution deemed to be university, by rotation, to be nominated by the Central Government - Member;
 - d) Joint Secretary to the Government of India in the Ministry of Human Resource Development dealing or in charge of the higher education - Member
 - e) ; Joint Secretary in the office of the University Grants Commission - Member - Convener
- (7) The Ombudsman shall be a part time officer appointed for a period of three years or until he attains the age of seventy year, whichever is earlier, from the date he resumes the office and may be reappointed for another one term in the same university.
- (8) The Ombudsman shall be paid a fees of Rs. 3000 per day for hearing the cases, in addition to reimbursement of the conveyance.
- (9) The Ombudsman may be removed on charges of proven misconduct or misbehaviour or as defined under sub regulation (3) and (4) of this regulation, by the concerned appointing authority.

- (10) No order of removal of Ombudsman shall be made except after an inquiry made in this regard by a person not below the rank of Judge of the High Court in which such Ombudsman has been informed of the charges against him and given a reasonable opportunity of being heard in respect of those charges.

5. Grievance Redressal Committee -

- (1) In case of a college, the Vice Chancellor of the affiliating university shall constitute a Grievance Redressal Committee consisting of five members for an individual college or a group of colleges keeping in view the location of the college(s).
- (2) The Grievance Redressal Committee shall be constituted by the Vice-Chancellor of the affiliating university consisting of -
 - a) a senior Professor of the University Chairman;
 - b) three senior teachers drawn from the affiliating colleges, on rotation basis, to be nominated by the Vice-Chancellor - Members:
 - c) a student representing the college where the grievance has occurred to be nominated, based on academic merit, by the concerned college special invitee.
- (3) The Grievance Redressal Committee shall have a term of two years.
- (4) The provisions of sub-regulations (8), (9) and (10) of regulation 4 and regulation 6 in respect of the matters of the reimbursement and procedure and functions shall, mutatis mutandis, apply to the Grievance Redressal Committee except that the Grievance Redressal Committee shall communicate its decision within ten days of receipt of the complaint.
- (5) Any person aggrieved by the decision of the Grievance Redressal Committee may within a period of six days prefer an appeal to the Ombudsman.

6. Powers and functions of ombudsman -

- (1) The Ombudsman shall exercise his powers to hear any grievance-
 - (a) of any student against the university or institution affiliated to it or an institute, as the case may be, after the student has availed of remedies available in such institution for redressal of grievance; and
 - (b) of any applicant for admission as student to such institution.
- (2) No application for revaluation or remarking of answer sheets shall be entertained by the Ombudsman unless specific irregularity materially affecting the outcome or or specific instance of discrimination is indicated.
- (3) The Ombudsman shall have power to seek the assistance of any person belonging to the Scheduled Castes, the Scheduled Tribes, Socially and Economically Backward Classes, minority, or disabled category, as amicus curiae, for hearing complaints of alleged discrimination.

Procedure in redressal of grievances by Ombudsman and Grievance Redressal Committee-

- (1) Each institution shall establish a registry, headed by an employee of the institute of appropriate rank as the Ombudsman may decide, where any aggrieved student or person may make an application seeking redressal of grievance.
- (2) The address of the registry so established shall be published widely including on the notice board and prospectus and placed on the website of the institution.

- (3) On receipt of an application by the registry, the employee-in-charge shall inform the Ombudsman or the Grievance Redressal Committee, as the case may be, shall immediately provide a copy to the institution for furnishing its reply within seven days.
 - (4) The Ombudsman or the Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institute and the aggrieved person either in writing or electronically, as may be feasible..
 - (5) An aggrieved person may appear either in person or represented by such person as may be authorised to present his case.
 - (6) The Ombudsman or the Grievance Redressal Committee, as the case may be, shall be guided by the principles of natural justice while hearing the grievance.
 - (7) The Ombudsman or the Grievance Redressal Committee, as the case may be, shall ensure disposal of every application as speedily as possible and not later than a month of receipt of the grievance.
 - (8) The institution shall co-operate with the Ombudsman or the Grievance Redressal Committee, as the case may be, in redressal of grievances and failure to do so may be reported by the Ombudsman to the Commission.
 - (9) On the conclusion of proceedings, the Ombudsman or the Grievance Redressal Committee, as the case may be, shall pass such order, with reasons for such order, as may be deemed fit to redress the grievance and provide such relief as may be desirable to the affected party at issue.
 - (10) Every order under sub-regulation (9), under the signature of the Ombudsman or the Grievance Redressal Committee, as the case may be, shall be provided to the aggrieved person and the institution and shall be placed on the website of the institution.
 - (11) The institution shall comply with the order of the Ombudsman or the Grievance Redressal Committee, as the case may be,
 - (12) Any order of the Ombudsman or the Grievance Redressal Committee, as the case may be, not complied with by the institution shall be reported to the Commission.
 - (13) A complaint shall be filed by the aggrieved student or his parent or with a special permission from the Ombudsman or the as the case Grievance Redressal Committee, may be, by any other person.
 - (14) In case of any false or frivolous complaint, the ombudsman may order appropriate action against the complainant.
8. Information regarding Ombudsman Grievance Redressal Committee to be published in prospectus -
- The University, the institution deemed to be university and the college concerned shall provide detailed information regarding provisions of Grievance Redressal Committee, Ombudsman and the duties and rights of students in their prospectus prominently.
9. Consequences of non-compliance
- The Commission shall in respect of any institution which wilfully contravenes or repeatedly fails to comply with orders of the Ombudsman or the Grievance Redressal Committee, as the case may be, may proceed to take one or more of the following actions, namely:-
- a) withdrawal of declaration of fitness to receive grants under section 12B of the Act;
 - b) withholding any grant allocated to the Institution;

Regulations pertaining to Student's Grievance Redressal, Promotion of Equity, Anti-Ragging Measures, and Prevention of Sexual Harassment etc.:

- c) declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- d) informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum standards for redressal of grievances;
- e) recommend to the affiliating university for withdrawal of affiliation, in case of a college;
- f) recommend to the Central Government for withdrawal of declaration as Institution deemed to be university, in case of an institution deemed to be university;
- g) recommend to the appropriate State Government for withdrawal of status as university in case of a university established or incorporated under a State Act;
- h) taking such other action within its powers as the Commission may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with the provisions of these Regulations:

Provided that no action shall be taken by the Commission under this regulation unless the institution has been given an opportunity to explain its position and opportunity of being heard has been provided to it.

AKHILESH GUPTA

Secy.

University Grants Commission

(Promotion of Equity in Higher Educational Institutions) Regulations, 2012.

No. 14-3/2012(CPP-II)--In exercise of the powers conferred by sub-section (1) of Section 26 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission (UGC) hereby makes the following Regulations namely:-

1. SHORT TITLE, APPLICATION AND COMMENCEMENT:-

- (1) These regulations may be called the UGC (Promotion of Equity in Higher Educational Institutions) Regulations, 2012.
- (2) They shall apply to all the higher educational institutions in India,
- (3) They shall come into force from the date of their publication in the Official Gazette.

2. DEFINITIONS:- in these regulations, unless the context otherwise requires, -

- (a) **“constituent of higher educational institutions”** means any authority or person or group of persons or sections of the institutional community belonging to the higher educational institutions;
- (b) **“discrimination”** means any distinction, exclusion, limitation or preference which has the purpose or effect of nullifying or impairing equality of treatment in education and in particular –
 - i) of depriving a student or a group of students on the basis of caste, creed religion, language, ethnicity, gender, disability of access to education of any type or at any level;
 - ii) of imposing conditions on any student or group of students which are incompatible with the dignity of human; and
 - iii) of subjecting to the provision of establishing or maintaining separate educational systems or institutions for students or groups of students. based on caste, creed, religion, language, ethnicity, gender and disabilities.
- (c) **“equity”** means a level playing field for all students in respect of the entitlement and opportunity for enjoyment of all legitimate rights.
- (d) **“harassment”** means unwanted conduct which is persistent and demeans, humiliates or creates a hostile and intimidating environment or is calculated to induce submission by actual or threatened adverse consequences;
- (e) **“higher educational institution”** means a university within the meaning of clause (f) of section 2, a College within the meaning of clause (b) of sub- section (1) of section 12 A and an institution deemed to be a University. declared under section 3 of the University Grants Commission Act, 1956;
- (f) **“ragging”** means any of the acts as defined under the University Grants Commission Regulations on Curbing the Menace of Ragging in Higher Education Institutions, 2009;
- (g) **“unfavourable treatment”** means any adverse changes in the working environment, denial of training, and denial of opportunities for advancement, unfavorable probationary reports, vexatious grievances and exclusion by beers;
- (h) **“victimisation”** means any unfavorable treatment of a student on the basis caste, creed, religion, language, ethnicity, gender and disability.

3. Higher Educational Institution to take measure against discrimination:-

- (1) Every higher educational institution shall take appropriate measures to –
 - a) safeguard the interests of the students without any prejudice to their caste, creed, religion, language, ethnicity, gender and disability.
 - b) eliminate discrimination against or harassment of any student in all forms in higher educational institutions by prohibiting it and by providing for preventive and protective measures to facilitate its eradication and punishments for those who indulge in any form of discrimination or harassment;
 - c) promote equality among students of all sections of the society.
- (2) Without prejudice to the directives or instructions of the Central Government or the State Governments issued from time to time in respect of treatment of students belonging to Scheduled Castes or the Scheduled Tribes, no higher educational institution shall discriminate a student belonging to the Scheduled Castes and the Scheduled Tribes categories, or allow or condone any constituent of the higher educational institution to discriminate such a student or group of such students, and take the following measures namely .
 - (a) the higher educational institution or constituent of higher educational institution shall not discriminate against students belonging to the Scheduled Castes and the Scheduled Tribes in admissions.
 - (i) by breach of the policy of reservation in admissions as may be applicable;
 - (ii) in accepting application for admission of such students;
 - (iii) in the way in which an application is processed;
 - (iv) in the arrangements made for, or the criteria used in, deciding who should be offered admission as a student;
 - (v) by withholding or refusing to return any document in the form of certificates of degree, diploma, etc., deposited with higher educational institutions by such a student for the purpose of seeking admission, with a view to inducing or compelling such a student to pay any fee or fees in respect of any course or programme of study which he/she does not intend to pursue;
 - (vi) by demanding money in excess of that specified in the declared admission policy;
 - (vii) by denying or limiting access to any benefit arising from such enrolment provided by the higher educational institutions;
 - (viii) by treating unfavorably in any way in connection with the student's enrolment to a specific standard of class or area of study, training or instruction.
 - (b) the higher educational institutions or constituent of higher educational institutions shall prohibit all persons and authorities of the higher educational institutions from harassing or victimizing any student.
 - (i) by announcing, verbally or otherwise, in the class, the names of the castes, tribes, religion or region of the students;
 - (ii) by labeling students as reserved category in the class;
 - (iii) by passing derogatory remarks indicating caste, social, regional, racial or religious background as reason of under-performance in the class;
 - (iv) by allotting differential time to any student to meet faculty as compared to other students;

- (v) by keeping any student idle in the laboratory and not allowing him/her to work even if he/she is allowed to enter,
- (vi) by earmarking separate seats to any student or a group of students in the reading hall;
- (vii) by following differential treatment to any student regarding issue of books or journals or magazines, etc.;
- (viii) by treating any student or section of students separately in utilising the sports facilities on the basis of their caste, creed, region or religion.
- (c) The higher educational institution or constituent of higher educational institution shall not discriminate or allow discrimination in evaluation on the basis of caste, creed, religion, language, ethnicity, gender and disability -
 - (i) by not properly evaluating and re-evaluating examination papers of such students and by giving them less marks;
 - (ii) by delaying declaration of results of any student or section of students;
- (d) the higher educational institution or constituent of higher educational institution shall ensure that there is no discrimination against the students on the basis of caste, creed, religion, language, ethnicity, gender and disability:
 - (i) by not giving full information about the fellowships related matters;
 - (ii) by withholding or stopping the fellowships meant for students;
- (e) The higher educational institution or constituent of higher educational institution shall ensure that no student or section of students is discriminated on the basis of caste, creed, religion, language, ethnicity, gender and disability, against –
 - (i) by segregating such students from others in hostel or mess or reading room or common room or playground or canteen and any other student amenities including drinking water facilities, etc.;
 - (ii) by indulging in acts of ragging specifically targeted against such students;
 - (iii) by doing any thing which disrupts or disturbs the regular activities of such students;
 - (iv) by any act of financial extortion or forceful expenditure put on such students;
 - (v) by not allowing such students to participate in the cultural programme or the sports events;
- (f) the higher educational institution shall promote equality among all sections of the students without prejudice to their belonging to any social group and for this purpose it shall establish an Equal Opportunity Cell and appoint an Anti-Discrimination Officer who shall not be below the rank of a Professor in the case of a University and an Institution deemed to be a University, and not below the rank of Associate Professor in the case of a college;
- (g) the higher educational institution shall prohibit any conduct by any person or group of persons in the higher educational institution, whether by words. spoken or written or by any act which has the effect of ragging on students.
- (h) the higher educational institution shall prescribe the procedures and mechanism, within a period of six months of coming into force of these regulations, to deal with and decide any complaint of discrimination, made or submitted by any student or group of students and it shall be obligatory on the part of the higher educational institution to decide such complaints within a maximum period of sixty days from the date of receipt or submission of such complaints;

- (i) the higher educational institution shall take steps to educate the educational fraternity and public and raise public awareness on the importance of equality and overcoming any form of caste based discrimination and harassment against students belonging to the marginalized sections, including SC/ST students of the society in higher educational institution;
 - (j) The higher educational institutions shall ensure the strict implementation of all constitutional provisions and protective measures in respect of students belonging to SC/ST categories;
 - (k) the higher educational institution shall upload on its website all measures for elimination of discrimination and punishments for breaching them and the higher educational institution shall also upload relevant public awareness material for prevention of discrimination against and harassment of any section of the student.;
- 4. PUNISHMENTS:-** (1) Whoever commits any act of discrimination or harassment as specified in these regulations against any student or section of students in any higher educational institution, shall be dealt with through the following procedure, namely:-
- (a) on receipt of a written complaint, the Anti Discrimination Officer shall initiate follow-up action including preliminary fact finding inquiry, if he considers necessary;
 - (b) on the recommendation of the Anti Discrimination Officer, the higher educational institution shall take appropriate follow-up action;
 - (c) the competent authority of the higher educational institution upon receipt of the inquiry report shall refer the same to the Anti Discrimination Officer in the case of students for taking appropriate action in accordance with the provisions of the Statutes or Ordinances or Regulations of the higher educational institution or the UGC Regulations on Ragging and any other Regulations in force; or
 - (d) in case of teachers and non-teaching staff, the competent authority of the higher educational institution upon receipt of the inquiry report shall take appropriate action in accordance with the provision of the Statutes or Ordinances or Regulations of the higher educational institution or service rules as applicable to higher educational institution.
2. The punishment shall be commensurate with the nature of the discrimination or harassment.
- 5. INFORMATION ABOUT THE COMPLAINT:-** (1) A complaint about discrimination or harassment as defined in these regulations may be made in writing by a student or a parent of a student irrespective of whether the discrimination or harassment is alleged to have taken place within or outside the higher educational institution.
- 2. The complaint shall include sufficient details of the alleged act of discrimination or harassment.
 - 3. The complaint shall be made to the Anti Discrimination Officer.
 - 4. The higher educational institution shall formulate and make public, by uploading the information on its website, a transparent procedure for filing and dealing with such complaint.

6. APPEAL

Subject to provisions made by higher educational institutions, any person aggrieved by an order made by the Anti Discrimination Officer may prefer an appeal against such order within a period of ninety days from the date of the order to the Head of the higher educational institution.

Provided that the Head of the higher educational institution may entertain an appeal after the expiry of the said period of ninety days, if he is satisfied that the appellant had sufficient cause for not preferring the appeal within the said period of ninety days.

AKHILESH GUPTA Secy.

University Grants Commission
curbing the Menace of Ragging in Higher Educational Institutions
(second Amendment) Regulations, 2013.

NOTIFICATION

New Delhi, the 25th December, 2013

No. F. 15-3/2013 (ARC) Pt. III-In exercise of powers conferred under clause (g) of sub-section (1) of section 26 of the University Grants Commission Act 1956 (3 of 1956), the University Grants Commission hereby makes the following regulations, namely:-

- (1) These regulations may be called the “curbing the Menace of Ragging in Higher Educational Institutions (second Amendment) Regulations, 2013”.
 - (2) They shall come into force on the date of their publication in the Official Gazette.
2. In UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter referred to as the Principal regulations), in the Annexure-I and II of the regulations, the sentences containing the following shall be deleted:

“Solemnly affirmed and signed in my presence on this (day)of (month), (year) after reading the contents of this affidavit.

OATH COMMISSIONER”

UPAMANYU BASU, Secy.

(ADVT. III/4/Exty./113/13])

Foot Note: The principal Regulations were published in the Gazette of India, vide notification number 27 dated 04.07.2009.

UNDERTAKING BY THE STUDENT

I, (full name of student with admission/registration/enrolment number) s/o d/o Mr./Mrs./Ms. having been admitted to (name of the institution) have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the Regulations") carefully read and fully understood the provisions contained in the said Regulations.

- (2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- (3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- (4) I hereby solemnly aver and undertake that
 - (a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- (5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- (6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of deponent Name:

VERIFICATION

Verified that the contents of this undertaking are true to the best of my knowledge and no part of the undertaking is false and nothing has been concealed or misstated therein.

Verified at _____ (place) on this the _____ (day) of _____ (month) _____ (year)

Signature of deponent Name:

UNDERTAKING BY PARENT/GUARDIAN

ANNEXURE-II

I, Mr./Mrs./Ms. (full name of parent/guardian) father/mother/guardian of, (full name of student with admission / registration/enrolment number) having been admitted to (name of the Institution) have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations."

- (2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- (3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- (4) I hereby solemnly aver and undertake that
 - (a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - (b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

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- (6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of deponent

Name:

Address: Telephone/Mobile No.:

VERIFICATION

Verified that the contents of this undertaking are true to the best of my knowledge and no part of the undertaking is false and nothing has been concealed or misstated therein.

Verified at _____ (place) on this the _____ (day) of _____ (month) _____ (year)

Signature of deponent Name:

University Grants Commission

University Grants Commission (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015.

NOTIFICATION

New Delhi, the 2nd May, 2016

No. F. 91-1/2013(TFGS).- In exercise of the powers conferred by clause (g) of sub-section (1) of section 26 of the University Grants Commission Act, 1956 (3 of 1956), read with sub-section (1) of Section 20 of the said Act, the University Grants Commission hereby makes the following regulations, namely:-

1. Short title, application and commencement.-

- (1) These regulations may be called the University Grants Commission (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015.
- (2) They shall apply to all higher educational institutions in India.
- (3) They shall come into force on the date of their publication in the Official Gazette.

2. Definitions.- In these regulations, unless the context otherwise requires,-

- (a) "aggrieved woman" means in relation to work place, a woman of any age whether employed or not, who alleges to have been subjected to any act of sexual harassment by the respondent;
- (b) 'Act' means the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (14 of 2013);
- (c) "campus" means the location or the land on which a Higher Educational Institution and its related institutional facilities like libraries, laboratories, lecture halls, residences, halls, toilets, student centres, hostels, dining halls, stadiums, parking areas, parks-like settings and other amenities like health centres, canteens, Bank counters, etc., are situated and also includes extended campus and covers within its scope places visited as a student of the HEI including transportation provided for the purpose of commuting to and from the institution, the locations outside the institution on field trips, internships, study tours, excursions, short-term placements, places used for camps, cultural festivals, sports meets and such other activities where a person is participating in the capacity of an employee or a student of the HEI;
- (d) "Commission" means the University Grants Commission established under section 4 of the University Grants Commission Act, 1956 (3 of 1956);
- (e) "covered individuals" are persons who have engaged in protected activity such as filing a sexual harassment charge, or who are closely associated with an individual who has engaged in protected activity and such person can be an employee or a fellow student or guardian of the offended person;
- (f) "employee" means a person as defined in the Act and also includes, for the purposes of these Regulations trainee, apprentice (or called by any other name), interns, volunteers, teacher assistants, research assistants, whether employed or not, including those involved in field studies, projects, short-visits and camps;

- (g) "Executive Authority" means the chief executive authority of the HEI, by whatever name called, in which the general administration of the HEI is vested. For public funded institutions the Executive Authority means the Disciplinary Authority as indicated in Central Civil Services (Classification, Control and Appeal) Rules, 1965 or its equivalent rules;
- (h) "Higher Educational Institution" (HEI) means a university within the meaning of clause
- (j) of section 2, a college within the meaning of clause(b) of sub-section (1) of section 12A and an institution deemed to be a University under section 3 of the University Grants Commission Act, 1956 (3 of 1956);
- (i) "Internal Complaints Committee" (ICC) means Internal Complaints Committee to be constituted by an HEI under sub regulation (1) of regulation 4 of these regulations. Any existing body already functioning with the same objective (like the Gender Sensitization Committee Against Sexual Harassment (GSCASH)) should be reconstituted as the ICC; Provided that in the latter case the HEI shall ensure that the constitution of such a Body is as required for ICC under these regulations. Provided further that such a Body shall be bound by the provisions of these regulations;
- (j) "protected activity" includes reasonable opposition to a practice believed to violate sexual harassment laws on behalf of oneself or others such as participation in sexual harassment proceedings, cooperating with an internal investigation or alleged sexual harassment practices or acting as a witness in an investigation by an outside agency or in litigation;
- (k) "sexual harassment" means-
 - (i) "An unwanted conduct with sexual undertones if it occurs or which is persistent and which demeans, humiliates or creates a hostile and intimidating environment or is calculated to induce submission by actual or threatened adverse consequences and includes any one or more or all of the following unwelcome acts or behaviour (whether directly or by implication), namely;-
 - (a) any unwelcome physical, verbal or non verbal conduct of sexual nature;
 - (b) demand or request for sexual favours;
 - (c) making sexually coloured remarks
 - (d) physical contact and advances; or
 - (e) showing pornography"
 - (ii) any one (or more than one or all) of the following circumstances, if it occurs or is present in relation or connected with any behaviour that has explicit or implicit sexual undertones-
 - (a) implied or explicit promise of preferential treatment as quid pro quo for sexual favours;
 - (b) implied or explicit threat of detrimental treatment in the conduct of work;
 - (c) implied or explicit threat about the present or future status of the person concerned;
 - (d) creating an intimidating offensive or hostile learning environment;
 - (e) humiliating treatment likely to affect the health, safety dignity or physical integrity of the person concerned:
 - (1) "student" means a person duly admitted and pursuing a programme of study either through regular mode or distance mode, including short-term training programmes in a HEI;

Provided that a student who is in the process of taking admission in HEIS campus, although not yet admitted, shall be treated, for the purposes of these regulations, as a student of that HEI, where any incident of sexual harassment takes place against such student;

Provided that a student who is a participant in any of the activities in a HEI other than the HEI where such student is enrolled shall be treated, for the purposes of these regulations, as a student of that HEI where any incident of sexual harassment takes place against such student;

- (m) "third Party Harassment" refers to a situation where sexual harassment occurs as a result of an act or omission by any third party or outsider, who is not an employee or a student of the HEI, but a visitor to the HEI in some other capacity or for some other purpose or reason;
- (n) "victimisation" means any unfavourable treatment meted out to a person with an intention to obtain sexual favour;
- (o) "workplace" means the campus of a HEI including-
 - (a) Any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly by the appropriate HEIs;
 - (b) Any sports institute, stadium, sports complex or competition or games venue, whether residential or not used for training, sports or other activities relating thereof in HEIs;
 - (c) Any place visited by the employee or student arising out of or during the course of employment or study including transportation provided by the Executive Authority for undertaking such journey for study in HEIS."

3. Responsibilities of the Higher Educational Institution- (1) Every HEI shall,-

- (a) Wherever required, appropriately subsume the spirit of the above definitions in its policy and regulations on prevention and prohibition of sexual harassment against the employees and the students, and modify its ordinances and rules in consonance with the requirements of the Regulations;
- (b) publicly notify the provisions against sexual harassment and ensure their wide dissemination;
- (c) organise training programmes or as the case may be, workshops for the officers, functionaries, faculty and students, as indicated in the SAKSHAM Report (Measures for Ensuring the Safety of Women and Programmes for Gender Sensitization on Campuses) of the Commission, to sensitize them and ensure knowledge and awareness of the rights, entitlements and responsibilities enshrined in the Act and under these regulations;
- (d) act decisively against all gender based violence perpetrated against employees and students of all sexes recognising that primarily women employees and students and some male students and students of the third gender are vulnerable to many forms of sexual harassment and humiliation and exploitation;
- (e) publicly commit itself to a zero tolerance policy towards sexual harassment;
- (f) reinforce its commitment to creating its campus free from discrimination, harassment, retaliation or sexual assault at all levels;
- (g) create awareness about what constitutes sexual harassment including hostile environment harassment and quid pro quo harassment;

- (h) include in its prospectus and display prominently at conspicuous places or Notice Boards the penalty and consequences of sexual harassment and make all sections of the institutional community aware of the information on the mechanism put in place for redressal of complaints pertaining to sexual harassment, contact details of members of Internal Complaints Committee, complaints procedure and so on. Any existing body already functioning with the same objective (like the Gender Sensitization Committee Against Sexual Harassment (GSCASH)) should be reconstituted as the ICC; Provided that in the latter case the HEI shall ensure that the constitution of such a Body is as required for ICC under these regulations. Provided further that such a Body shall be bound by the provisions of these regulations;
- (i) inform employees and students of the recourse available to them if they are victims of sexual harassment;
- (j) organise regular orientation or training programmes for the members of the ICC to deal with complaints, steer the process of settlement or conciliation, etc., with sensitivity;
- (k) proactively move to curb all forms of harassment of employees and students whether it is from those in a dominant power or hierarchical relationship within HEIS or owing to intimate partner violence or from peers or from elements outside of the geographical limits of the HEI;
- (l) be responsible to bring those guilty of sexual harassment against its employees and students to book and initiate all proceedings as required by law and also put in place mechanisms and redressal systems like the ICC to curb and prevent sexual harassment on its campus;
- (m) treat sexual harassment as a misconduct under service rules and initiate action for misconduct if the perpetrator is an employee;
- (n) treat sexual harassment as a violation of the disciplinary rules (leading up to rustication and expulsion) if the perpetrator is a student;
- (o) ensure compliance with the provisions of these regulations, including appointment of ICC, within a period of sixty days from the date of publication of these regulations;
- (p) monitor the timely submission of reports by the ICC;
- (q) prepare an annual status report with details on the number of cases filed and their disposal and submit the same to the Commission.

3.2 Supportive measures.-(1) The rules, regulations or any such other instrument by which ICC shall function have to be updated and revised from time-to-time, as court judgments and other laws and rules will continue to revise the legal framework within which the Act is to be implemented.

- (2) The Executive Authority of the HEIs must mandatorily extend full support to see that the recommendations of the ICC are implemented in a timely manner. All possible institutional resources must be given to the functioning of the ICC, including office and building infrastructure (computers, photocopiers, audio-video, equipment, etc.), staff (typists, counselling and legal services) as, well as a sufficient allocation of financial resources.
- (3) Vulnerable groups are particularly prone to harassment and also find it more difficult to complain. Vulnerability can be socially compounded by region, class, caste, sexual orientation, minority identity and by being differently abled. Enabling committees must be sensitive to such vulnerabilities and special needs.

- (4) Since research students and doctoral candidates are particularly vulnerable the HEIs must ensure that the guidelines for ethics for Research Supervision are put in place.
- (5) All HEIs must conduct a regular and half yearly review of the efficacy and implementation of their anti-sexual harassment policy.
- (6) All Academic Staff Colleges (now known as Human Resource Development Centres (HRDCs) and Regional Centres for Capacity Building (RCCBs) must incorporate sessions on gender in their orientation and refresher courses. This should be across disciplines, and preferably mainstreamed using the UGC SAKSHAM Report which provides indicative modules in this regard.
- (7) Orientation courses for administrators conducted in HEIs must have a module on gender sensitization and sexual harassment issues. Regular workshops are to be conducted for all sections of the HEI community.
- (8) Counselling services must be institutionalised in all HEIs and must have well trained full-time counsellors.
- (9) Many HEIs having large campuses have a deficit in lighting and are experienced as unsafe places by the institutional community. Adequate lighting is a necessary aspect of infrastructure and maintenance.
- (10) Adequate and well trained security including a good proportion or balance of women security staff is necessary. Security staff must receive gender sensitization training as a part of conditions of appointment.
- (11) HEIs must ensure reliable public transport, especially within large campuses between different sections of the HEI, hostels, libraries, laboratories and main buildings, and especially those that do not have good access for day scholars. Lack of safety as well as harassment is exacerbated when employees and students cannot depend on safe public transport. Reliable transport may be considered by HEIs to enable employees and students to work late in libraries, laboratories and to attend programmes in the evenings.
- (12) Residential HEIs should accord priority to construction of women's hostels. For the growing population of young women wishing to access higher education, hostel accommodation is desirable in both urban and rural areas and at all levels of higher education which provides a modicum of protection from harassment of all kinds.
- (13) Concern for the safety of women students must not be cited to impose discriminatory rules for women in the hostels as compared to male students. Campus safety policies should not result in securitization, such as over monitoring or policing or curtailing the freedom of movement, especially for women employees and students.
- (14) Adequate health facilities are equally mandatory for all HEIs. In the case of women this must include gender sensitive doctors and nurses, as well as the services of a gynaecologist.\
- (15) The Women's Development Cells in colleges shall be revived and funded to be able to carry out the range of activities required for gender sensitization and remain autonomous of the functioning of anti sexual harassment committees and ICCs. At the same time they shall extend their activities to include gender sensitization programmes in consultation with ICCs and help to disseminate anti- sexual harassment policies on campuses on a regular basis. The 'cultural' space and the 'formal academic space' need to collaborate to render these workshops innovative, engaging and non- mechanical.

- (16) Hostel Wardens, Provosts, Principals, Vice Chancellors, Legal Officers and other functionaries must be brought within the domain of accountability through amendments in the rules or Ordinances where necessary.

4. Grievance redressal mechanism.-(1) Every Executive Authority shall constitute an Internal Complaints Committee (ICC) with an inbuilt mechanism for gender sensitization against sexual harassment. The ICC shall have the following composition:-

- (a) A Presiding Officer who shall be a woman faculty member employed at a senior level (not below a Professor in case of a university, and not below an Associate Professor or Reader in case of a college) at the educational institution, nominated by the Executive Authority;
- Provided that in case a senior level woman employee is not available, the Presiding Officer shall be nominated from other offices or administrative units of the workplace referred to in sub-section 2(0);
- Provided further that in case the other offices or administrative units of the workplace do not have a senior level woman employee, the Presiding Officer shall be nominated from any other workplace of the same employer or other department or organization;"
- (b) two faculty members and two non-teaching employees, preferably committed to the cause of women or who have had experience in social work or have legal knowledge, nominated by the Executive Authority;
- (c) Three students, if the matter involves students, who shall be enrolled at the undergraduate, master's, and research scholar levels respectively, elected through transparent democratic procedure;
- (d) one member from amongst non-government organisations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment, nominated by the Executive Authority.
- (2) At least one-half of the total members of the ICC shall be women.
- (3) Persons in senior administrative positions in the HEI, such as Vice-Chancellor, Pro Vice-Chancellors, Rectors, Registrar, Deans, Heads of Departments, etc., shall not be members of ICCS in order to ensure autonomy of their functioning.
- (4) The term of office of the members of the ICC shall be for a period of three years. HEIs may also employ a system whereby one-third of the members of the ICC may change every year.
- (5) The Member appointed from amongst the non-governmental organizations or associations shall be paid such fees or allowances for holding the proceedings of the Internal Committee, by the Executive Authority as may be prescribed.
- (6) Where the Presiding Officer or any member of the Internal Committee:
- (a) contravenes the provisions of section 16 of the Act; or
- (b) has been convicted for an offence or an inquiry into an offence under any law for the time being in force is pending against him; or
- (c) he has been found guilty in any disciplinary proceedings or a disciplinary proceeding is pending against him; or
- (d) has so abused his position as to render his continuance in office prejudicial to the public interest, such Presiding Officer or Member, as the case may be, shall be

removed from the Committee and the vacancy so created or any casual vacancy shall be filled by fresh nomination in accordance with the provisions of this section.”

5. Responsibilities of Internal Complaints Committee (ICC) - The Internal Complaints Committee shall:

- (a) provide assistance if an employee or a student chooses to file a complaint with the police;
- (b) provide mechanisms of dispute redressal and dialogue to anticipate and address issues through just and fair conciliation without undermining complainant's rights, and minimize the need for purely punitive approaches that lead to further resentment, alienation or violence;
- (c) protect the safety of the complainant by not divulging the person's identity, and provide the mandatory relief by way of sanctioned leave or relaxation of attendance requirement or transfer to another department or supervisor as required during the pendency of the complaint, or also provide for the transfer of the offender;
- (d) ensure that victims or witnesses are not victimised or discriminated against while dealing with complaints of sexual harassment; and
- (e) ensure prohibition of retaliation or adverse action against a covered individual because the employee or the student is engaged in protected activity.

6. The process for making complaint and conducting Inquiry - The ICC shall comply with the procedure prescribed in these Regulations and the Act, for making a complaint and inquiring into the complaint in a time bound manner. The HEI shall provide all necessary facilities to the ICC to conduct the inquiry expeditiously and with required privacy

7. Process of making complaint of sexual harassment - An aggrieved person is required to submit a written complaint to the ICC within three months from the date of the incident and in case of a series of incidents within a period of three months from the date of the last incident.

Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Committee shall render all reasonable assistance to the person for making the complaint in writing;

Provided further that the ICC may, for the reasons to be accorded in the writing, extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the person from filing a complaint within the said period.”

Friends, relatives, Colleagues, Co-students, Psychologist, or any other associate of the victim may file the complaint in situations where the aggrieved person is unable to make a complaint on account of physical or mental incapacity or death.

8. Process of conducting Inquiry- (1) The ICC shall, upon receipt of the complaint, send one copy of the complaint to the respondent within a period of seven days of such receipt.

- (2) Upon receipt of the copy of the complaint, the respondent shall file his or her reply to the complaint along with the list of documents, and names and addresses of witnesses within a period of ten days.
- (3) The inquiry has to be completed within a period of ninety days from the receipt of the complaint. The inquiry report, with recommendations, if any, has to be submitted within ten days from the completion of the inquiry to the Executive Authority of the HEI. Copy of the findings or recommendations shall also be served on both parties to the complaint.

- (4) The Executive Authority of the HEI shall act on the recommendations of the committee within a period of thirty days from the receipt of the inquiry report, unless an appeal against the findings is filed within that time by either party.
- (5) An appeal against the findings or /recommendations of the ICC may be filed by either party before the Executive Authority of the HEI within a period of thirty days from the date of the recommendations.
- (6) If the Executive Authority of the HEI decides not to act as per the recommendations of the ICC, then it shall record written reasons for the same to be conveyed to ICC and both the parties to the proceedings. If on the other hand it is decided to act as per the recommendations of the ICC, then a show cause notice, answerable within ten days, shall be served on the party against whom action is decided to be taken. The Executive Authority of the HEI shall proceed only after considering the reply or hearing the aggrieved person.
- (7) The aggrieved party may seek conciliation in order to settle the matter. No monetary settlement should be made as a basis of conciliation. The HEI shall facilitate a conciliation process through ICC, as the case may be, once it is sought. The resolution of the conflict to the full satisfaction of the aggrieved party wherever possible, is preferred to purely punitive intervention.
- (8) The identities of the aggrieved party or victim or the witness or the offender shall not be made public or kept in the public domain especially during the process of the inquiry.

9. Interim redressal-The HEI may,

- (a) transfer the complainant or the respondent to another section or department to minimise the risks involved in contact or interaction, if such a recommendation is made by the ICC;
- (b) grant leave to the aggrieved with full protection of status and benefits for a period up to three months;
- (c) restrain the respondent from reporting on or evaluating the work or performance or tests or examinations of the complainant;
- (d) ensure that offenders are warned to keep a distance from the aggrieved, and wherever necessary, if there is a definite threat, restrain their entry into the campus;
- (e) take strict measures to provide a conducive environment of safety and protection to the complainant against retaliation and victimisation as a consequence of making a complaint of sexual harassment.

10. Punishment and compensation- (1) Anyone found guilty of sexual harassment shall be punished in accordance with the service rules of the HEI, if the offender is an employee.

- (2) Where the respondent is a student, depending upon the severity of the offence, the HEI may, -
 - (a) withhold privileges of the student such as access to the library, auditoria, halls of residence, transportation, scholarships, allowances, and identity card;
 - (b) suspend or restrict entry into the campus for a specific period;
 - (c) expel and strike off name from the rolls of the institution, including denial of readmission, if the offence so warrants;
 - (d) award reformative punishments like mandatory counselling and, or, performance of community services.

- (3) The aggrieved person is entitled to the payment of compensation. The HEI shall issue direction for payment of the compensation recommended by the ICC and accepted by the Executive Authority, which shall be recovered from the offender. The compensation payable shall be determined on the basis of-
- (a) mental trauma, pain, suffering and distress caused to the aggrieved person;
 - (b) the loss of career opportunity due to the incident of sexual harassment;
 - (c) the medical expenses incurred by the victim for physical, psychiatric treatment;
 - (d) the income and status of the alleged perpetrator and victim; and
 - (e) the feasibility of such payment in lump sum or in instalments.

11. Action against frivolous complaint. -To ensure that the provisions for the protection of employees and students from sexual harassment do not get misused, provisions against false or malicious complaints have to be made and publicised within all HEIs. If the ICC concludes that the allegations made were false, malicious or the complaint was made knowing it to be untrue, or forged or misleading information has been provided during the inquiry, the complainant shall be liable to be punished as per the provisions of sub-regulations (1) of regulations 10, if the complainant happens to be an employee and as per sub-regulation (2) of that regulation, if the complainant happens to be a student. However, the mere inability to substantiate a complaint or provide adequate proof will not attract attention against the complainant. Malicious intent on the part of the complainant shall not be established without an inquiry, in accordance with the procedure prescribed, conducted before any action is recommended.

12. Consequences of non-compliance. -(1) The Commission shall, in respect of any institution that will fully contravenes or repeatedly fails to comply with the obligations and duties laid out for the prevention, prohibition and redressal of sexual harassment of employees and students, take one or more of the following actions after providing due notice: -
- (a) withdrawal of declaration of fitness to receive grants under section 12B of the University Grants Commission Act, 1956.
 - (b) removing the name of the university or college from the list maintained by the Commission under clause (f) of section 2 of said Act, 1956;
 - (c) withholding any grant allocated to the institution;
 - (d) declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the Commission;
 - (e) informing the general public, including potential candidates for employment or admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not provide for a zero tolerance policy against sexual harassment;
 - (f) recommending the affiliating university for withdrawal of affiliation, in case of a college; recommending the Central Government for withdrawal of declaration as an institution deemed to be university, in case of an institution deemed to be university;
 - (h) recommending the appropriate State Government for withdrawal of status as university in case of a university established or incorporated under a State Act.

Regulations pertaining to Student's Grievance Redressal, Promotion of Equity, Anti-Ragging Measures, and Prevention of Sexual Harassment etc.:

- (i) taking such other action within its powers as it may deem fit and impose such other penalties as may be provided in the University Grants Commission Act, 1956 for such duration of time till the institution complies with the provisions of these regulations.
- (2) No action shall be taken by the Commission under these regulations unless the Institution has been given an opportunity to explain its position and an opportunity of being heard has been provided to it.

[Advt.-III/4/Exty./53]

JASPAL S. SANDHU, Secy. UGC

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University Grants Commission
Curbing the menace of Ragging in Higher Educational Institutions
(third amendment), Regulations, 2016.

NOTIFICATION

New Delhi, the 29th June, 2016

No. F. 1-15-/2009 (ARC). – In exercise of powers conferred under clause (g) of sub-section (1) of section 26 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following regulations namely: -

- (1) These regulations may be called “Curbing the menace of Ragging in Higher Educational Institutions (third amendment), Regulations, 2016.”
- (2) They shall come into force on the date of their publications in the Official Gazette.
2. In UGC Regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009 (herein-after referred to as the principal regulations), in Para 3 the following shall be added after 3(i) under heading what constitutes Ragging: -
- 3 (i) Any act of Physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.

Prof. JASPAL S. Sandhu, Secy. (UGC)

[ADVT. III/4/Exty./149/(113)]

University Grants Commission
(Redress of Grievances of Students) Regulations, 2019.

NOTIFICATION

New Delhi, the 6th May, 2019

F.No. 14-4/2012(CPP-II). —In exercise of the powers conferred under clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the University Grants Commission (Grievance Redressal) Regulations, 2012, the University Grants Commission hereby makes the following regulations, namely -

1. SHORT TITLE, APPLICATION AND COMMENCEMENT:

- a) These regulations shall be called as the University Grants Commission (Redress of Grievances of Students) Regulations, 2019.
- b) They shall apply to all higher education institutions, whether established or incorporated by or under a Central Act or a State Act, and every institution recognized by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a University declared as such under Section 3 therein.
- c) They shall come into force from the date of their publication in the Official Gazette.

2. OBJECTIVE:

To provide opportunities for redress of certain grievances of students already enrolled in any institution, as well as those seeking admission to such institutions, and a mechanism thereto.

3. DEFINITION: IN THESE REGULATIONS, UNLESS THE CONTEXT OTHERWISE REQUIRES:

- (a) "Act" means the University Grants Commission Act, 1956 (3 of 1956);
- (b) "aggrieved student" means a student, who has any complaint in the matters relating to or connected with the grievances defined under these regulations.
- (c) "college" means any institution, so defined in clause (b) of sub-section (1) of section 12A of the Act.
- (d) "Collegiate Student Grievance Redressal Committee" (CSGRC) means a committee constituted under these regulations, at the level of an institution, being a college.
- (e) "Commission" means the University Grants Commission established under section 4 of the UGC Act, 1956.
- (f) "declared admission policy" means such policy, including the process there under, for admission to a course or program of study as may be offered by the institution by publication in the prospectus of the institution.
- (g) "Departmental Student Grievance Redressal Committee" (DSGRC) means a committee constituted under these regulations, at the level of a Department, School or Centre of a University.
- (h) "grievance" means, and includes, complaint(s) made by an aggrieved student in respect of the following, namely:

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- i. admission contrary to merit determined in accordance with the declared admission policy of the institution;
- ii. irregularity in the process under the declared admission policy of the institution;
- iii. refusal to admit in accordance with the declared admission policy of the institution;
- iv. non-publication of prospectus by the institution, in accordance with the provisions of these regulations;
- v. publication by the institution of any information in the prospectus, which is false or misleading, and not based on facts;
- vi. withholding of, or refusal to return, any document in the form of certificates of degree, diploma or any other award or other document deposited by a student for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
- vii. demand of money in excess of that specified to be charged in the declared admission policy of the institution;
- viii. violation, by the institution, of any law for the time being in force in regard to reservation of seats in admission to different category of students;
- ix. nonpayment or delay in payment of scholarships or financial aid admissible to any student under the declared admission policy of such institution, or under the conditions, if any, prescribed by the Commission;
- x. delay by the institution in the conduct of examinations, or declaration of results, beyond the schedule specified in the academic calendar of the institution, or in such calendar prescribed by the Commission;
- xi. failure by the institution to provide student amenities as set out in the prospectus, or is required to be extended by the institution under any provisions of law for the time being in force;
- xii. non-transparent or unfair practices adopted by the institution for the evaluation of students;
- xiii. delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, or as may be notified by the Commission;
- xiv. complaints of alleged discrimination of students from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minority or persons with disabilities categories;
- xv. denial of quality education as promised at the time of admission or required to be provided; and
- xvi. harassment or victimization of a student, other than cases of harassment, which are to be proceeded against under the penal provisions of any law for the time being in force.
 - (i) "Institution" means, as the context may be, a University or a college, or an institution declared a deemed to be a University under the Act or an institution established within a University for a particular discipline or activity;
 - (j) Institutional Student Grievance Redressal Committee" (ISGRC) means a committee constituted under these regulations at the level of the University, for dealing with grievances which do not belong to a department of the University e.g. hostels and common facilities.

- (k) "Ombudsperson" means the Ombudsperson appointed under these regulations;
- (l) "Prospectus" means and includes any publication, whether in print or otherwise, issued for providing fair and transparent information, relating to an institution, to the general public (including to those seeking admission in such institution) by such institution or any authority or person authorized by such institution to do so;

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- (m) "Region" means a geographical territory, comprising of States, so determined, for the purpose of facilitating enforcement of these regulations; namely, South-Eastern Region comprising Andhra Pradesh, Telengana, Puducherry, Andaman and Nicobar, and Tamil Nadu; South-Western Region comprising Kerala, Karnataka, and Lakshadweep; Western Region comprising Maharashtra, Gujarat, Goa, Dadar and Nagar Haveli, Daman and Diu; Central Region comprising Chhattisgarh, Madhya Pradesh and Rajasthan; Northern Region comprising Jammu and Kashmir, Delhi, Himachal Pradesh, Punjab, Haryana, Uttar Pradesh, Uttarakhand and Chandigarh; North-Eastern Region comprising Assam, Meghalaya, Mizoram, Manipur, Tripura, Arunachal Pradesh, Sikkim and Nagaland; and Eastern Region comprising West Bengal, Bihar, Jharkhand and Odisha.
- (n) "State" means a State specified in the First Schedule to the Constitution and includes a Union territory;
- (o) "Student" means a person enrolled, or seeking admission to be enrolled, in any institution to which these regulations apply;
- (p) "University" means a University so defined in clause (f) of section 2 of the Act or, where the context may be, an institution deemed to be University declared as such under Section 3 thereof.
- (q) "University Student Grievance Redressal Committee" (USGRC) means a committee constituted under these regulations, at the level of the university, for dealing with grievances arising out of decisions of the DSGRC, ISGRC or CSGRC.

4. MANDATORY PUBLICATION OF PROSPECTUS, ITS CONTENTS AND PRICING:

- (1) Every institution, shall publish and/or upload on its website, before expiry of at least sixty days prior to the date of the commencement of the admission to any of its courses or programs of study, a prospectus containing the following for the information of persons intending to seek admission to such institution and the general public, namely:
 - (a) the list of programs of study and courses offered along with the broad outlines of the syllabus specified by the appropriate statutory authority or by the institution, as the case may be, for every course or program of study, including teaching hours, practical sessions and other assignments;
 - (b) the number of seats approved by the appropriate statutory authority in respect of each course or program of study for the academic year for which admission is proposed to be made;
 - (c) the conditions of educational qualifications and eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or program of study, specified by the institution;
 - (d) the process of 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 course or program of study and the amount of fee prescribed for the admission test;

- (e) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or program of study, and the other terms and conditions of such payment;
- (f) rules/regulations for imposition and collection of any fines in specified heads or categories, minimum and maximum fine may be imposed.
- (g) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such institution before or after completion of course or program of study and the time within and the manner in which such refund shall be made to that student;
- (h) details of the teaching faculty, including their educational qualifications, along with their type of appointment (Regular/visiting/guest) and teaching experience of every member thereof.
- (i) information with regard to physical and academic infrastructure and other facilities including hostel accommodation and its fee, library, hospital or industry wherein the practical training is

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to be imparted to the students and in particular the amenities accessible by students on being admitted to the institution;

- (j) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution, and, in particular such discipline relating to the prohibition of ragging of any student or students and the consequences thereof and for violating the provisions of any regulation in this behalf made by the relevant statutory regulatory authority; and
 - (k) Any other information as may be specified by the Commission:
Provided that an institution shall publish/upload information referred to in clauses (a) to (k) of this regulation, on its website, and the attention of prospective students and the general public shall be drawn to such publication being on the website through advertisements displayed prominently in different newspapers and through other media:
- (2) Every institution shall fix the price of each printed copy of the prospectus, being not more than the reasonable cost of its publication and distribution and no profit be made out of the publication, distribution or sale of prospectus.

5. STUDENT GRIEVANCE REDRESSAL COMMITTEES (SGRC):

A. Collegiate Student Grievance Redressal Committee (CSGRC)

- (i) A complaint from an aggrieved student relating to a college shall be addressed to the Collegiate Student Grievance Redressal Committee (CSGRC), with the following composition, namely:
 - a) Principal of the college – Chairperson;
 - b) Three senior members of the teaching faculty to be nominated by the Principal – Members;
 - c) A representative from among students of the college to be nominated by the Principal based on academic merit/excellence in sports/performance in co curricular activities – Special Invitee.

- (ii) The term of the members and the special invitee shall be two years.
- (iii) The quorum for the meeting including the Chairperson, but excluding the special invitee, shall be three.
- (iv) In considering the grievances before it, the CSGRC shall follow principles of natural justice.
- (v) The CSGRC shall send its report with recommendations, if any, to the Vice Chancellor of the affiliating University and a copy thereof to the aggrieved student, within a period of 15 days from the date of receipt of the complaint.

B. Departmental Student Grievance Redressal Committee (DSGRC)

- (i) A complaint by an aggrieved student relating to a Department, or School, or Centre of a University shall be addressed to the Departmental Student Grievance Redressal Committee (DSGRC) to be constituted at the level of the Department, School, or Centre, as the case may be, and with the following composition, namely:
 - a) Head of the Department, School, or the Centre, by whatever designation known – Chairperson;
 - b) Two Professors, from outside the Department/School/Centre to be nominated by the Vice Chancellor– Members;
 - c) A member of the faculty, well-versed with the mechanism of grievance redressal to be nominated by the Chairperson– Member;
 - d) A representative from among students of the college to be nominated by the Vice Chancellor based on academic merit/excellence in sports/ performance in co-curricular activities – Special Invitee.

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- (ii) The term of the Chairperson, members of the Committee, and the special invitee shall be of two years.
- (iii) The quorum for the meeting of DSGRC, including the Chairperson, but excluding the special invitee, shall be three.
- (iv) In considering the grievances before it, the DSGRC shall follow principles of natural justice.
- (v) The DSGRC shall submit its report with recommendations, if any, to the Head of the Institution/ Vice Chancellor, with a copy thereof to the aggrieved student, within a period of 15 days from the date of receipt of the complaint.

C. Institutional Student Grievance Redressal Committee (ISGRC)

- (i) Where a complaint does not relate to any academic Department, School or Centre of a University, as the case may be, the matter shall be referred to the Institutional Student Grievance Redressal Committee (ISGRC) to be constituted by the Vice Chancellor, with the following composition, namely:
 - (a) Pro-Vice Chancellor/Dean/Senior Professor of institution – Chairperson;
 - (b) Dean of students/Dean, Students Welfare – Member;
 - (c) One senior academic, other than the Chairperson – Member;
 - (d) Proctor/Senior academic – Member;
 - (e) A representative from among students of the college to be nominated by the Vice Chancellor based on academic merit/excellence in sports/ performance in co-curricular activities – Special Invitee.

- (ii) The term of the members of the committee shall be of two years.
- (iii) The quorum for the meetings of the ISGRC, including the Chairperson, but excluding the special invitee, shall be three.
- (iv) In considering the grievances before it, the ISGRC shall follow principles of natural justice.
- (v) The ISGRC shall send its report with recommendations, if any, to the Vice Chancellor, along with a copy thereof to the aggrieved student, within a period of 15 working days from the date of receipt of the grievance.

D. University Student Grievance Redressal Committee (USGRC)

- (i) The Vice Chancellor of an affiliating University shall constitute such number of University Student Grievance Redressal Committees (USGRC), as may be required to consider grievances unresolved by one or more CSGRC or DSGRC or ISGRC and each USGRC may take up grievances arising from colleges/ departments/ Institutions, on the basis of the jurisdiction assigned to it by the Vice Chancellor.
 - a) A senior Professor of the University – Chairperson;
 - b) Dean, Student Welfare or equivalent – Member;
 - c) Two Principals drawn from the affiliating colleges, other than those connected with reports of CSGRC under review, to be nominated by the Vice-Chancellor – Members;
 - d) One Professor of the University - Member;
 - e) A representative from among students of the college to be nominated by the Vice Chancellor based on academic merit/excellence in sports/ performance in co-curricular activities – Special Invitee.
- (ii) The Chairperson, members and the special invitee shall have a term of two years.
- (iii) The quorum for the meeting, including the Chairperson, but excluding the special invitee, shall be three.

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- (iv) In considering the grievances before it, the USGRC shall follow principles of natural justice.
- (v) The USGRC shall send its report and recommendations, if any, to the Principal of the College relating to the grievance/Head of the department/School/Institution with a copy thereof to the aggrieved student, within 15 days of the receipt of the grievance.
- (vi) Any student aggrieved by the decision of the University Student Grievance Redressal Committee may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

6. APPOINTMENT, TENURE, REMOVAL AND CONDITIONS OF SERVICES OF OMBUDSPERSON:

- (i) There shall be one or more part-time functionaries designated as Ombudspersons to hear, and decide on, appeals preferred against the decisions of the USGRCs.

Provided that, there shall not be more than one ombudsperson for a State, in respect of all the State universities (Public as well as Private) in that State, who shall be appointed by the State Government;

Provided further that, there shall not be more than one Ombudsperson for a region, in respect of the Central universities and institutions deemed to be universities in that region, who shall be appointed by the Central Government.

- (ii) The Ombudsperson shall be a person of eminence in academics or research, who had been Vice Chancellor of a University.
- (iii) The Ombudsperson for the State universities in a State, shall not be in any conflict of interest with any University in that State; and the Ombudsperson for the Central universities and institutions deemed to be universities in a region, shall not be in any conflict of interest with any University or institution deemed to be University in that region, either before or after such appointment.
- (iv) A State Government shall appoint the Ombudsperson from a panel of three names recommended by a search committee constituted for that purpose and consisting of the following, namely:
 - (a) A nominee of the Governor or Lt. Governor, as the case may be, who is a person of eminence in the field of higher education– Chairperson;
 - (b) A Vice Chancellor from a State Public University to be nominated by the Governor/ LG of the State/UT - Member;
 - (c) A Vice Chancellor from a State Private University to be nominated by the State Government – Member;
 - (d) Chairperson of the State Council of Higher Education or his/her nominee from among the academic members of the Council– Member;
 - (e) Principal Secretary/Secretary to the State Government responsible for Higher Education– Member Secretary.
- (v) The Central Government shall appoint the Ombudsperson for a region from a panel of three names recommended by a search committee to be constituted for that purpose, and consisting of the following, namely:
 - (a) Chairperson, University Grants Commission or his/her nominee – Chairperson
 - (b) A Vice Chancellor of a Central University to be nominated by the Central Government – Member
 - (c) A Vice Chancellor of an institution deemed to be University to be nominated by the Central Government – Member
 - (d) A nominee of the Central Government, not below the rank of the Joint Secretary – Member
 - (e) Secretary, University Grants Commission – Member Secretary

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- (vi) The Ombudsperson shall be appointed for a period of three years or until he attains the age of 70 years, whichever is earlier, from the date of assuming office, and shall be eligible for reappointment for another one term for the same State or region, as the case may be.
- (vii) For conducting the hearings, the Ombudsperson shall be paid a sitting fee, per diem, in accordance with the norms fixed by the University Grants Commission, and shall, in addition, be eligible for reimbursement of the expenditure incurred on conveyance.

- (viii) The State Government, in the case of an Ombudsperson of a State, and the Central Government, in the case of an Ombudsperson of a region, may remove the Ombudsperson from office, on charges of proven misconduct or misbehavior as defined under these regulations.
- (ix) No order of removal of Ombudsperson shall be made except after an inquiry made in this regard by a person not below the rank of judge of the High Court in which a reasonable opportunity of being heard is given to the Ombudsperson.

7. FUNCTIONS OF OMBUDSPERSON:

- (i) The Ombudsperson shall hear appeals from an aggrieved student, only after the student has availed all other remedies provided under these regulations.
- (ii) While issues of malpractices in the conduct of examination or in the process of evaluation may be referred to the Ombudsperson, no appeal or application for revaluation or re-totalling of answer sheets from an examination, shall be entertained by the Ombudsperson unless specific irregularity materially affecting the outcome of specific instance of discrimination is indicated.
- (iii) The Ombudsperson may avail assistance of any person, as amicus curiae, for hearing complaints of alleged discrimination.
- (iv) The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the aggrieved student(s).

8. PROCEDURE FOR REDRESSAL OF GRIEVANCES BY OMBUDSPERSONS AND STUDENT GRIEVANCE REDRESSAL COMMITTEES:

- (i) Each institution shall, within a period of three months from the date of issue of this notification, have an online portal where any aggrieved student may submit an application seeking redressal of grievance.
- (ii) On receipt of an online complaint, the institution shall refer the complaint to the appropriate Student Grievance Redressal Committee, along with its comments within 15 days of receipt of complaint on the online portal.
- (iii) The Student Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institution and the aggrieved student.
- (iv) An aggrieved student may appear either in person or authorize a representative to present the case.
- (v) Grievances not resolved by the University Student Grievance Redressal Committee shall be referred to the Ombudsperson, within the time period provided in these regulations.
- (vi) Institutions shall extend co-operation to the Ombudsperson or the Student Grievance Redressal Committee(s), as the case may be, in early redressal of grievances; and failure to do so may be reported by the Ombudsperson to the Commission, which shall take action in accordance with the provisions of these regulations.
- (vii) The Ombudsperson shall, after giving reasonable opportunities of being heard to both parties, on the conclusion of proceedings, pass such order, with reasons there for, as may be deemed fit to redress the grievance and provide such relief as may be appropriate to the aggrieved student.
- (viii) The institution, as well as the aggrieved student, shall be provided with copies of the order under the signature of the Ombudsperson, and the institution shall place it for general information on its website.

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- (ix) The institution shall comply with the recommendations of the Ombudsperson; and the Ombudsperson shall report to the Commission any failure on the part of the institution to comply with the recommendations.
- (x) The Ombudsperson may recommend appropriate action against the complainant, where a complaint is found to be false or frivolous.

9. INFORMATION REGARDING OMBUDSPERSONS AND STUDENT GRIEVANCE REDRESSAL COMMITTEES:

An institution shall furnish, prominently, on its website and in its prospectus, all relevant information in respect of the Student Grievance Redressal Committee(s) coming in its purview, and the Ombudsperson for the purpose of appeals.

10. CONSEQUENCES OF NON-COMPLIANCE:

The Commission shall in respect of any institution, which willfully contravenes these regulations or repeatedly fails to comply with the recommendation of the Ombudsperson or the Grievance Redressal Committee(s), as the case may be, proceed to take one or more of the following actions, namely:

- (a) withdrawal of declaration of fitness to receive grants under section 12B of the Act; (b) withholding any grant allocated to the Institution;
- (c) declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- (d) informing the general public, including potential candidates for admission, through a notice displayed prominently in suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum standards for redressal of grievances;
- (e) recommend to the affiliating University for withdrawal of affiliation, in case of a college;
- (f) take such action as it may deem necessary, appropriate and fit, in case of an institution deemed to be University;
- (g) recommend to the Central Government, if required, for withdrawal of declaration as institution deemed to be a University, in case of an institution deemed to be University;
- (h) recommend to the State Government to take necessary and appropriate action, in case of a University established or incorporated under a State Act;
- (i) such other action as may be deemed necessary and appropriate against an institution for non compliance.

Provided that no action shall be taken by the Commission under this regulation, unless the institution has been given an opportunity to explain its position and an opportunity of being heard has been provided to it.

11. Nothing mentioned hereinabove in these regulations shall affect the continuance in office, during the currency of the term, of an incumbent Ombudsperson appointed under the provisions of the UGC (Grievance Redressal) Regulations, 2012; where after, the appointment of Ombudsperson shall be made as per University Grants Commission (Redress of Grievances of Students) Regulations, 2019.

Prof. RAJNISH JAIN, Secy.

[ADVT.-III/4/Exty./30/19]

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**University Grants Commission
(Redressal of Grievances of Students) Regulations, 2023.**

NOTIFICATION

New Delhi, the 11th April, 2023

F.1-13/2022 (CPP-II). — In exercise of the powers conferred under clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the University Grants Commission (Redress of Grievances of Students) Regulations, 2019, the University Grants Commission hereby makes the following regulations, namely -

1. SHORT TITLE, APPLICATION, AND COMMENCEMENT:

- (a) These regulations shall be called as the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.
- (b) They shall apply to all higher education institutions, whether established or incorporated by or under a Central Act or a State Act, and every institution recognized by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a University declared as such under Section 3 therein and to all higher education institutions affiliated to a University.
- (c) They shall come into force from the date of their publication in the Official Gazette.

2. OBJECTIVE

To provide opportunities for redressal of certain grievances of students already enrolled in any institution, as well as those seeking admission to such institutions, and a mechanism thereto.

3. DEFINITION:

- (1) In these regulations, unless the context otherwise requires-
 - (a) “Act” means the University Grants Commission Act, 1956 (3 of 1956);
 - (b) “aggrieved student” means a student, who has any complaint in the matters relating to or connected with the grievances defined under these regulations.
 - (c) “college” means any institution, so defined in clause (b) of sub-section (1) of section 12A of the Act.
 - (d) “Commission” means the University Grants Commission established under section 4 of the UGC Act, 1956.
 - (e) “declared admission policy” means such policy, including the process there under, for admission to a course or program of study as may be offered by the institution by publication in the prospectus of the institution.
 - (f) “grievance” means, and includes, complaint(s) made by an aggrieved student in respect of the following, namely:
 - i. admission contrary to merit determined in accordance with the declared admission policy of the institution;
 - ii. irregularity in the process under the declared admission policy of the institution;
 - iii. refusal to admit in accordance with the declared admission policy of the institution;
 - iv. non-publication of a prospectus by the institution, in accordance with the provisions of these regulations;

- v. publication by the institution of any information in the prospectus, which is false or misleading, and not based on facts;
- vi. withholding of, or refusal to return, any document in the form of certificates of degree, diploma or any other award or other document deposited by a student for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
- vii. demand of money in excess of that specified to be charged in the declared admission policy of the institution;
- viii. violation, by the institution, of any law for the time being in force in regard to reservation of seats in admission to different category of students;
- ix. non-payment or delay in payment of scholarships or financial aid admissible to any student under the declared admission policy of such institution, or under the conditions, if any, prescribed by the Commission;
- x. delay by the institution in the conduct of examinations, or declaration of results, beyond the schedule specified in the academic calendar of the institution, or in such calendar prescribed by the Commission;
- xi. failure by the institution to provide student amenities as set out in the prospectus, or is required to be extended by the institution under any provisions of law for the time being in force;
- xii. non-transparent or unfair practices adopted by the institution for the evaluation of students;
- xiii. delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, subject to guidelines, if any, issued by the Commission, from time to time;
- xiv. complaints of alleged discrimination of students from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minorities or persons with disabilities categories;
- xv. denial of quality education as promised at the time of admission or required to be provided;
- xvi. harassment or victimization of a student, other than cases of harassment, which are to be proceeded against under the penal provisions of any law for the time being in force;
- xvii. any action initiated/taken contrary to the statutes, ordinances, rules, regulations, or guidelines of the institution; and
- xviii. any action initiated/taken contrary to the regulations and/or guidelines made/issued by the Commission and/or the regulatory body concerned.

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- (g) “Institution” means a university as defined in sub-section (f) of Section 2 of the UGC Act, an institution declared as institution deemed to be university under Section 3 of the Act, and a college as defined under section 12A (1) (b) of the University Grants Commission Act, 1956.
- (h) “Ombudsperson” means the Ombudsperson appointed under these regulations;
- (i) “Prospectus” means and includes any publication, whether in print or otherwise, issued for providing fair and transparent information, relating to an institution, to the general public (including to those seeking admission in such institution) by such institution or any authority or person authorized by such institution to do so;

- (j) "Student" means a person enrolled, or seeking admission to be enrolled, in any institution, to which these regulations apply, through any mode i.e., Formal / Open and Distance Learning (ODL) / Online;
 - (k) "Students' Grievance Redressal Committee (SGRC)" means a committee constituted under these regulations, at the level of an institution; and
 - (l) "University" means a University so defined in clause (f) of section 2 of the Act or, where the context may be, an institution deemed to be University declared as such under Section 3 thereof.
- (2) Words and expressions used and not defined in these regulations but defined in the University Grants Commission Act, 1956 shall have the same meanings as respectively assigned to them in the Act.

4. MANDATORY PUBLICATION OF PROSPECTUS, ITS CONTENTS, AND PRICING:

- (1) Every institution, shall publish and/or upload on its website, before expiry of at least sixty days prior to the date of the commencement of the admission to any of its courses or programs of study, a prospectus containing the following for the information of persons intending to seek admission to such institution and the general public, namely:
- (a) the list of programs of study and courses offered along with the broad outlines of the syllabus specified by the appropriate statutory authority or by the institution, as the case may be, for every course or program of study, including teaching hours, practical sessions and other assignments;
 - (b) the number of seats approved by the appropriate statutory authority in respect of each course or program of study for the academic year for which admission is proposed to be made;
 - (c) the conditions of educational qualifications and eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or program of study, specified by the institution;
 - (d) the process of 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 course or program of study and the amount of fee prescribed for the admission test;
 - (e) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or program of study, and the other terms and conditions of such payment;
 - (f) rules/regulations for imposition and collection of any fines in specified heads or categories, minimum and maximum fines may be imposed;
 - (g) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such institution before or after completion of course or program of study and the time within and the manner in which such refund shall be made to that student;
 - (h) details of the teaching faculty, including their educational qualifications, along with their type of appointment (Regular/visiting/guest) and teaching experience of every member thereof;
 - (i) information with regard to physical and academic infrastructure and other facilities including hostel accommodation and its fee, library, hospital, or industry wherein the practical training is to be imparted to the students and in particular the amenities accessible by students on being admitted to the institution;

- (j) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution, and, in particular such discipline relating to the prohibition of ragging of any student or students and the consequences thereof and for violating the provisions of any regulation in this behalf made by the relevant statutory regulatory authority; and
- (k) Any other information as may be specified by the Commission.

Provided that an institution shall publish/upload information referred to in clauses (a) to (k) of this regulation, on its website, and the attention of prospective students and the general public shall be drawn to such publication being on the website through advertisements displayed prominently in different newspapers and through other media.

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- (2) Every institution shall fix the price of each printed copy of the prospectus, being not more than the reasonable cost of its publication and distribution and no profit be made out of the publication, distribution, or sale of prospectus.

5. STUDENT GRIEVANCE REDRESSAL COMMITTEES (SGRC):

- (i) A complaint from an aggrieved student relating to the institution shall be addressed to the Chairperson, Students' Grievance Redressal Committee (SGRC).
- (ii) Every Institution shall constitute such number of Students' Grievance Redressal Committees (SGRC), as may be required to consider grievances of the students, with the following composition, namely:
 - a) A Professor - Chairperson
 - b) Four Professors/Senior Faculty Members of the Institution as Members.
 - c) A representative from among students to be nominated on academic merit/excellence in sports/performance in co-curricular Activities-Special Invitee.
- (iii) At least one member or the Chairperson shall be a woman and at least one member or the Chairperson shall be from SC/ST/OBC category.
- (iv) The term of the chairperson and members shall be for a period of two years.
- (v) The term of the special invitee shall be one year.
- (vi) The quorum for the meeting including the Chairperson, but excluding the special invitee, shall be three.
- (vii) In considering the grievances before it, the SGRC shall follow principles of natural justice.
- (viii) The SGRC shall send its report with recommendations, if any, to the competent authority of the institution concerned and a copy thereof to the aggrieved student, preferably within a period of 15 working days from the date of receipt of the complaint.
- (ix) Any student aggrieved by the decision of the Students' Grievance Redressal Committee may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

6. APPOINTMENT, TENURE, REMOVAL AND CONDITIONS OF SERVICES OF OMBUDSPERSON:

- (i) Each University shall appoint Ombudsperson for redressal of grievances of students of the university and colleges/institutions affiliated with the university under these regulations.

- (ii) There shall be one or more part-time functionaries designated as Ombudspersons to hear, and decide on, appeals preferred against the decisions of the SGRCs.
- (iii) The Ombudsperson shall be a retired Vice-Chancellor or a retired Professor (who has worked as Dean/HOD) and has 10 years' experience as a Professor at State/Central Universities/Institutions of National Importance/Deemed to be Universities or former District Judge.
- (iv) The Ombudsperson shall not, at the time of appointment, during one year before appointment, or in the course of his/her tenure as Ombudsperson, be in conflict of interest with the Institution where his/her personal relationship, professional affiliations or financial interest may compromise or reasonably appear to compromise, the independence of judgment towards the Institution.
- (v) The Ombudsperson shall be appointed for a period of three years or until he/she attains the age of 70 years, whichever is earlier, from the date of assuming office, and shall be eligible for reappointment for another one term.
- (vi) For conducting the hearings, the Ombudsperson shall be paid a sitting fee, per diem, in accordance with the norms fixed by the respective university and shall, in addition, be eligible for reimbursement of the expenditure incurred on conveyance.
- (vii) The University may remove the Ombudsperson from office, on charges of proven misconduct or misbehaviour.
- (viii) No order of removal of Ombudsperson shall be made except after an inquiry made in this regard by a person, not below the rank of a retired judge of the High Court in which a reasonable opportunity of being heard is given to the Ombudsperson.

7. FUNCTIONS OF OMBUDSPERSON:

- (i) The Ombudsperson shall hear appeals from an aggrieved student, only after the student has availed all other remedies provided under these regulations.

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- (ii) While issues of malpractices in the conduct of examination or in the process of evaluation may be referred to the Ombudsperson, no appeal or application for revaluation or re-totalling of answer sheets from an examination, shall be entertained by the Ombudsperson unless specific irregularity materially affecting the outcome or specific instance of discrimination is indicated.
- (iii) The Ombudsperson may avail assistance of any person, as amicus curiae, for hearing complaints of alleged discrimination.
- (iv) The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the aggrieved student(s).

8. PROCEDURE FOR REDRESSAL OF GRIEVANCES BY OMBUDSPERSONS AND STUDENT GRIEVANCE REDRESSAL COMMITTEES:

- (i) Each institution shall, within a period of three months from the date of issue of this notification, have an online portal where any aggrieved student may submit an application seeking redressal of grievance.
- (ii) On receipt of an online complaint, the institution shall refer the complaint to the appropriate Students' Grievance Redressal Committee, along with its comments within 15 days of receipt of complaint on the online portal.
- (iii) The Students' Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institution and the aggrieved student.

- (iv) An aggrieved student may appear either in person or authorize a representative to present the case.
- (v) Grievances not resolved by the Students' Grievance Redressal Committee within the time period provided in these regulations may be referred to the Ombudsperson by the university.
- (vi) Institutions shall extend co-operation to the Ombudsperson or the Student Grievance Redressal Committee(s), in early redressal of grievances.
- (vii) The Ombudsperson shall, after giving reasonable opportunities of being heard to the parties concerned, on the conclusion of proceedings, pass such order, with reasons thereof, as may be deemed fit to redress the grievance and provide such relief as may be appropriate to the aggrieved student
- (viii) The institution, as well as the aggrieved student, shall be provided with copies of the order under the signature of the Ombudsperson.
- (ix) The institution shall comply with the recommendations of the Ombudsperson.
- (x) The Ombudsperson may recommend appropriate action against the complainant, where a complaint is found to be false or frivolous.

9. INFORMATION REGARDING OMBUDSPERSONS AND STUDENT GRIEVANCE REDRESSAL COMMITTEES:

An institution shall furnish, prominently, on its website and in its prospectus, all relevant information in respect of the Students' Grievance Redressal Committee(s) coming in its purview, and the Ombudsperson for the purpose of appeals.

10. CONSEQUENCES OF NON-COMPLIANCE:

The Commission shall in respect of any institution, which wilfully contravenes these regulations or repeatedly fails to comply with the recommendation of the Ombudsperson or the Students' Grievance Redressal Committee, as the case may be, proceed to take one or more of the following actions till the institution complies with these Regulations to the satisfaction of the Commission, namely:

- (a) withdrawal of declaration of fitness to receive grants under section 12B of the Act;
- (b) withholding any grant allocated to the Institution;
- (c) declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- (d) declaring the institution ineligible to offer courses through Online/ODL mode for a specified period;
- (e) withdrawing / withholding / suspending the approval for offering courses through Online/ODL mode;
- (f) informing the general public, including potential candidates for admission, through a notice displayed prominently in suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum standards for redressal of grievances;
- (g) recommend to the affiliating University for withdrawal of affiliation, in case of a college;
- (h) take such action as it may deem necessary, appropriate and fit, in case of an institution deemed to be University;

- (i) recommend to the Central Government, if required, for withdrawal of declaration as institution deemed to be a University, in case of an institution deemed to be University;
- (j) recommend to the State Government to take necessary and appropriate action, in case of a University established or incorporated under a State Act;
- (k) such other action as may be deemed necessary and appropriate against an institution for non-compliance.

Provided that no action shall be taken by the Commission under this regulation, unless the institution has been provided an opportunity of being heard to explain its position.

11. Nothing mentioned herein above in these regulations shall affect the continuance in office, during the currency of the term, of an incumbent Ombudsperson appointed under the provisions of the UGC (Redress of Grievances of Students) Regulations, 2019; where after, the appointment of Ombudsperson shall be made as per University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.

Prof. MANISH R. JOSHI, Secy.

[ADVT.-III/4/Exty./13/2023-24]

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NOTIFICATIONS

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI

NNoF.879/58 (CUP)

1st December, 1958

NOTIFICATION

In exercise of the powers conferred by SubSection (3) of Section 22 of the University Grants Commission Act, 1956 (3 of 1956) the University Grants Commission with the approval of the Central Government hereby specifies the following degrees for the purposes of the said section, namely:

LIST OF DEGREES FOR THE PURPOSES OF SECTION 22 OF THE UNIVERSITY GRANTS COMMISSION ACT, 1956

Bachelor's Degree	Master's Degree	Doctorate Degree
1. Bachelor of Arts (B.A.)	1. Master of Arts M.A.	1. Doctorate of letters or Doctor of Literature (D.Litt. or Litt. D.)
2. Bachelor of Commerce (B.Com.)	2. Master of Commerce M.Com.	2. Doctor of Philosophy (Ph.D. or D.Phil.)
3. Bachelor of Education (B.Ed.)	3. Master of Education (M.Ed.)	3. Doctor of Oriental Learning (DOL)
4. Bachelor of Training (B.T.)	4. Master of Oriental Learning (M.O.L.)	4. Doctor of Laws (LL.D.)
5. Bachelor of Oriental Learning (B.O.L.)	5. Master of Laws (M.L.)	5. Doctor of Law (D.L.)
6. Bachelor of Literature (B.Litt.)	6. Master of Law or Laws (LL.M.)	6. Doctor of Science (D.Sc. or Sc.D.)
7. Bachelor of Law or Laws (B.L.)	7. Master of Letters or Master of Literature (M.Litt.)	7. Doctor of Medicine (M.D.)
8. Bachelor of Law or Law (L.L.B)	8. Master of Philosophy (M.Phil.)	8. Doctor of Hygiene (D.HV.)
9. Bachelor of Civil Law (B.C.L.)	9. Master of Indology (M.Ind.)	
10. Bachelor of Music (B.Mus.)	10. Master of Social Work (M.S.W.)	
11. Bachelor of Science (B.Sc.)	11. Master of Business Administration (M.B.A.)	
12. Bachelor of Technology (B.Tech.)	12. Master of Music (M.Mus.)	
13. Bachelor of Textiles (B.Text.)	13. Master of Library Science (M.Lib. Sc.)	
14. Bachelor of Architecture (B.Arch.)	14. Master of Science (M.Sc.)	
15. Bachelor of Agriculture (B.Agri.)	15. Master of Technology (M.Tech.)	
16. Bachelor of Mechanical Engineering (B.M.E.)	16. Master of Engineering (M.E.)	
17. Bachelor of Electrical Engineering (B.E.E.)	18. Master of Electrical Engineering (M.E.E.)	
18. Bachelor of Chemical Engineering (B.Ch.E.)	18. Master of Mechanical Engineering (M.E.E.)	
19. Bachelor of TeleCom munication Engineering (B.Tel.E.)	19. Master of Chemical Engineering (M.Ch.E.)	
20. Bachelor of Civil Engineering (B.C.E.)	20. Master of Textiles (M.Text)	

Notifications: Specification of Degrees and other matters

21. Bachelor of Engineering (B.E.)	21. Master of Veterinary Science (M.V.Sc.)	
22. Bachelor of Chemical Technology (B.Chem.Tech.)	22. Master of Planning (M.Plan.)	
23. Bachelor of Veterinary Science (B.V.Sc.)	23. Master of Architecture (M.Arch.)	
24. Bachelor of Veterinary Science & Animal Husbandry (B.V.Sc. & A.H.)	24. Master of Surgery (M.S.)	
25. Bachelor of Dental Surgery (B.D.S.)	25. Master of Pharmacy (M.Pharm.)	
26. Bachelor of Nursing (B.Nurs.)	26. Master of Obstetrics or Master of Obstetrics and Gynecology (M.O.)	
27. Bachelor of Medicine & Bachelor of Surgery (M.B.B.S. or M.B. & B.S.)		
28. Bachelor of Pharmacy (B.Pharm.)		
29. Ayurvedacharya, Bachelor of Medicine & Surgery (A.M.B.S.)		
30. Bachelor of Medicine & Bachelor of Surgery (B.M.B.S.)		
31. Bachelor of Ayurvedic Medicine (B.A.M.)		
32. Bachelor of Ayurvedic Medicine and Surgery (B.A.M.)		
33. Bachelor of Ayurvedic Medicine and Surgery (B.A.M. & S.)		
34. Bachelor of Sanitary Science (B.S.Sc.)		
35. Bachelor of Indian Medicine (B.I.M.)		

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI**

No.F.33-72/59(CUP)

New Delhi, the 17 Nov. 1960

NOTIFICATION

In exercise of the powers conferred by Sub- Section (3) of Section 22 of the University Grants Commission Act, 1956 (3 of 1956) and in continuation of Gazette Notification No. F.87-9/58 (CUP) dated the 1st December, 1958, the University Grants Commission with the approval of the Central Government hereby specifies the following additional degrees for the purposes of the said section.

Master's Degree

27. Master in Statistics (M. Stat.)

Doctorate Degree

9. Doctor of Music (D.Mus.)
10. Doctor of Education (D.Ed.)
11. Doctor of Engineering (D.Eng.)

Sd/-
S.Mathai
Secretary

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI**

No.F.33-87/63(CUP)

6th June, 1964

NOTIFICATION

In exercise of the powers conferred by Sub-Section (3) of Section 22 of the University Grants Commission Act, 1956 (3 of 1956) and in continuation of Gazette Notification No.F.87-9/58 (CUP) dated 1.12.58 and F.33-72/59 (CUP) dated 17.11.60, the University Grants Commission with the approval of the Central Government hereby specifies the following additional degrees for the purposes of the said section:

Master's Degree

1. Magister Chirurgiae (M.Ch).

Doctorate Degree

1. Doctor of Medicine (in Cardiology) (D.M.)

Sd/-

(K.L.JOSHI) Secretary

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI**

No.F.33-87/63(CDN)

27th April, 1966

NOTIFICATION

In exercise of the powers conferred by Sub-Section (3) of Section 22 of the UGC Act, 1956 (3 of 1956) and in continuation of Gazette notifications No.F.87-92/58 (CUPI dated 1.12.58 F.33-72/59 (CUP) dated 17.11.1960, and F.33-87/63 (CUP) dated 6.6.64 the University Grants Commission with the approval of the Central Government hereby specifies the following additional degrees for the purposes of the said section:

Master's Degree

1. Master of Physical Education (M.P.E.)

Bachelor's Degree

1. Bachelor of Physical Education (B.P.E.)

Sd/-

(K.L.JOSHI)

Secretary

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI

No.F.1-59/66(CDN)

18th June, 1968

NOTIFICATION

In exercise of the powers conferred by Sub-Section (3) of Section 22 of the U.G.C. Act, 1956 (3 of 1956) and in continuation of Gazette Notification No.87.-92/58 (CUP) dated 1.12.58, F.33-72/59 (CUP) dated 17.11.1960, F.33-87/63 (CUP) dated 6.6.1964 and F.33-87/63 (CUP) dated 27.4.1966, the University Grants Commission with the approval of the Central Government hereby specifies the following additional degrees for the purposes of the said section:

1. Shastri (Varanaseya Sanskrit Vishwavidyalaya)
2. Siksha Shastri (Varanaseya Sanskrit Vishwavidyalaya)
3. Granthalaya Vigyan Shastri (Varanaseya Sanskrit Vishwavidyalaya)
4. Ayurvedacharya (Varanaseya Sanskrit Vishwavidyalaya)
5. Vidya Varidhi (Varanaseya Sanskrit Vishwavidyalaya)
6. Vachaspati (Varanaseya Sanskrit Vishwavidyalaya)
7. Acharya (Varanaseya Sanskrit Vishwavidyalaya)

Sd/-

(P.J. Philip) Secretary

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI**

No.F.1-59/66(CD)

17th February, 1969

NOTIFICATION

In exercise of the powers conferred by Sub-Section (3) of Section 22 of the UGC Act, 1956 (3 of 1956) and in continuation of Gazette Notification No.F.87-92/58 (CUP) dated 1.12.58 F.33-72/59 (CUP) dated 17.11.1960, F.33-87/63 (CUP) dated 6.6.64, F.33-87/63 (CUP) dated 27.4.1966 and F.1-59-66 (CDN) dated 18.6.1968, the University Grants Commission with the approval of the Central Government hereby specifies the following additional degrees for the purposes of the said Section:

Bachelor's Degrees

- i. Alankar (Gurukul Kangri Vishwavidyalaya)
- ii. Samaj Vidya Visharad (Gujarat Vidyapeeth)
- iii. Shikshan Visharad (Gujarat Vidyapeeth)
- iv. Hindi Shiksha Visharad (Gujarat Vidyapeeth)

Master's Degree

- i. Parangat (Gujarat Vidyapeeth)

Doctorate Degree

- i. Doctor of Ayurvedic Medicine (D.Ay-M)
(Banaras Hindu University)

Sd/-

(P.J. Philip)

Secretary

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI

No.F.1-59/66(CDN)

22nd December, 1969

NOTIFICATION

In exercise of the powers conferred by Sub-Section (3) of Section 22 of the UGC Act, 1956 (3 of 1956) and in continuation of Gazette Notification No.F.87-92/58 (CUP) dated 1.12.58 F.33-72/59(CUP) dated 17.11.1960, F.33-87/63(CUP) dated 6.6.1964, F.33- 87/63 (CUP) dated 27.4.1966, F.1-59/66 (CDN) dated 18.6.1968, and F.1-59/66 (CD) dated 17.2.1969, the University Grants Commission with the approval of the Central Government hereby specifies the following additional degrees for the purposes of the said section:

Bachelor's Degree:

Bachelor of General Laws (B.G.L.)

Sd/-

(R.K. Chhabra)

Secretary

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI**

No.F.1-59/66(CDN)

26th February, 1971

NOTIFICATION

In exercise of the powers conferred by Sub-Section (3) of Section 22 of the UGC Act, 1956 (3 of 1956) and in continuation of Gazette Notification No.F.87-92/58 (CUP) dated 1.12.1958 F.33-72/59 (CUP) dated 17.11.1960, F.33-87/63 (CUP) dated 6.6.1964 and F.33-87/63 (CUP) dated 27.4.1966, F.1-59/66 (CDN) dated 18.6.1968, and F.1-59/66 (CDN) dated 22.12.1969, the University Grants Commission with the approval of the Central Government hereby specifies the following additional degrees for the purposes of the said Section:

Master's Degree

1. Master of Ayurved in Medicine and Surgery, (M.S.A.M.)

Bachelor's Degree

1. Bachelor of Ayurved in Pharmacy (B.Pharm (Ayu.)
2. Bachelor of Ayurved in Naturopathy (B.Nat. (Ayu.)
3. Vidya Praveena (Andhra University)
4. Bhasha Praveena (Andhra University)
5. Bachelor of Library Science
6. Bachelor of Fisheries Science (B.F.Sc.)

Sd/-

(R.K. Chhabra)

Secretary

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI

No.F.1-59/66(CDN)

15.11.1973

NOTIFICATION

In exercise of the powers conferred by Sub-Section (3) of Section 22 of the UGC Act, 1956 (3 of 1956) as modified upto 17th June, 1972 and in continuation of Gazette Notification No.F.87-92/58 (CUP) dated 1.12.58 F.33- 72/59 (CUP) dated 17.11.1960, F.1-59/66 (CDN) dated 18.6.1968, F.1-59/66 (CDN) dated 17.2.1969, F.1-59/66 (CDN) dated 22.12.1969 and F.1-59/66 (CDN) dated 26.2.1971, the University Grants Commission with the approval of the Central Government hereby specifies the following additional degrees for the purposes of the said section:

Master's degree

1. Samaj Vidya Parangat (Gujarat Vidyapeeth)
2. Samaj Karya Parangat (Gujarat Vidyapeeth)
3. Shikshan Parangat (Gujarat Vidyapeeth)

Doctorate degree

1. Vidya Vachaspati (Gujarat Vidyapeeth)

Sd/-

(R.K. Chhabra)

Secretary

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI**

No.F.1-59/66(CDN)

18th July, 1975

NOTIFICATION

In exercise of the powers conferred by Sub-Section (3) of Section 22 of the UGC Act, 1956 (3 of 1956) as modified upto 17th June, 1972 and in continuation of Gazette Notification No.F.87-92/58 (CUP) dated 1.12.58 F.33- 72/59 (CUP) dated 17.11.1960, F.33-87/63 (CUP) dated 6.6.1964, P.33-87/69 (CUP) dated 27.4.1966 and F.1-59/66 (CDN) dated 18.6.1968, F.1-59/66 (CDN) dated 17.2.1969, F.1-59/66 (CDN) dated 22.12.1969, F.1-59/66 (CDN) dated 26.2.1971 F.1-59/66 (CDN) date 15.11.1973, the University Grants Commission with the approval of the Central Government hereby specifies the following additional degrees for the purposes of the said Section:

Master's Degree:

Master of Dance (M.Dance)

Indira Kala Sangeet Vishwavidyalaya.
Khairagarh.

Bachelor's Degree:

Bachelor of Dance (B.Dance)

Indira Kala Sangeet Vishwavidyalaya.
Khairagarh.

Sd/-
(R.K. Chhabra)
Secretary

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI

Dr. Ramesh P. Gangurde

Additional Secretary

D.O. No. F. 11-4/92 (CPP-II)

04 March, 1997

Dear

In continuation to this office letter of even number dated 24th April, 1996 regarding validity of one sitting degree from the recognised universities. This is to inform you that the Commission considered the matter in its meeting held on 10th September, 1996 and decided as follows:

- In its previous meeting dated 29th March, 1996, the Commission had decided that in view of the 1985 regulations for the minimum requirements for the 1st degree, no university is allowed to enrol candidates for one sitting B.A. degree course from the year 1996-97 onwards. Representations were received from many candidates was decided that the candidates already enrolled should complete their degree by the year 1998-99. The universities violating this decision may be debarred from receiving plan assistance from the commission. The degrees of the candidates enrolled for the one-time Bachelor's Degree programme, upto the year 1995-96 may be treated as valid. The degree of the candidates declared valid may be treated at par with other degrees of the same university for all purposes including admission to higher degrees and employment.

The above decision is applicable to all the universities who are running one sitting degree courses.

This is for your information and necessary action.

With regards,

Yours sincerely,
(R.P. Gangurde)

**UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG NEW DELHI**

F.1-30/96 (CPP-II)

June, 1998

23 JULY 1998

The Registrar

All State, Central, Deemed & Medical

Agriculture Universities

Subject: Regarding validity of M.A./M.Sc./M.Com. Degree (one sitting)

Sir

I am to invite your attention to this office letter of even number/dated 1st February, 1998 and to inform you that the Commission re-iterates its decision as follows:

“The Commission has considered the request and representation received from several candidates regarding the validity of M.A./M.Sc./M.Com. Degree (one sitting) and decided that no university may be allowed to enroll candidates for one sitting. M.A./M.Sc./M.Com. from the academic year beginning in 1998 onwards and the students already registered may be allowed to complete their course by 30th June, 1999, and the degree awarded to these candidates up to that period may be treated as valid.

Yours faithfully

(Dr. R.P. Gangurde)

Additional Secretary

University Grants Commission
Notification on Revision of Pay Scales, minimum Qualification for
Appointments of Teachers in Universities, Colleges & Other measures
for the Maintenance of Standards, 1998

Website : www.ugc.ac.in

Dr. G. D. SHARMA
SECRETARY

UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110002

No.F.3-1/94 (PS)

24 December 1998

To,

The Vice-Chancellors of all the Universities
Education Secretaries of all the States/Union Territories.

Sub : Minimum for the appointment of teachers in universities and colleges, and measures for maintenance of standards.

Sir/Madam,

Kindly find enclosed a copy of the UGC Notification, 1998, on the revision of pay scales, minimum qualifications for the appointment of teachers in the universities and colleges, and other measures for the maintenance of standards. These will be notified Regulations shortly.

- 1.0 These shall apply to every University established or incorporated by a Central Act, Provincial Act or a State Act, every institution including a constituent or an affiliated college recognized by the Commission, in consultation with the concerned University Under Clause (D) of Section 2 of the University Grants Commission Act, 1956, institution Deemed to be a University under Section 3 of the said Act.
- 2.0 These shall come into force with immediate effect.
- 3.0 Qualifications and other service conditions :
 - 3.1 No person shall be appointed to a teaching post in the university or in any institution including constituent or affiliated college recognized under Clause (D) of Section 2 of the University Grants Commission Act, 1956, or in an institution Deemed to be a university under Section 3 of the said Act in a subject if he/she does not fulfil the minimum qualification and other conditions of service as indicated in the notification.
 - 3.2 Provided any relaxation in prescribed qualifications can only be made by a University in regard to posts under it, or any of the institutions including constituent or affiliated colleges recognized under Clause (D) of Section 2 of the aforesaid Act., or: by an institution deemed to be a university under Section 3 of the said Act, with prior approval of the University Grants Commission.

4.0 Consequences of failure of the Universities to comply with the recommendations of the Commission, as per provision of Section 14 of the University Grant Commission Act, 1956:

If any University cants affiliation in respect of any course of study to any college referred to in sub-section (5) of Section 12-A in contravention Of the provisions of that sub-section, or fails within a reasonable time to comply with any recommendations made by the Commission under - Section 12 or Section 13, or contravenes the provisions of any rule made under clause (f) of sub-section (2) of Section 25 or of any regulations made under clause (e) or clause (f) or clause (g) of Sub-Section (I) of Section 26, the Commission after taking into consideration the cause, if any, shown by the University for such failure or contravention, may withhold from the university the grants proposed to be made out of the find of the Commission.

5.0 The University Grants Commission expects that the entire scheme of revision of pay scales, together with all the conditions attached to it, would be implemented by the State Governments as a composite scheme\without any modifications, except the date of implementation and the scales of pay as indicated in Government of India notification No.F.1-22J97-U.1. dated 27.7.98, 22.9.98 and 6.11.98 It shall be necessary for the Universities and the management of Colleges to make the necessary changes in their statutes, ordinances, rules, regulations, etc. to incorporate the provisions of this scheme.

The UGC has sent the following schemes to the Ministry of Human Resource Development for consideration.

- 1) Scheme for providing incentives to lecturers for professional development
- 2) Creation of posts of Professors in colleges
- 3) Scheme for rewarding meritorious teachers.
 - a. Super Time Scale to Professors.
 - b. Meritorious teachers who do not have M. Phil / Ph. D.

As soon as the required approval is received the schemes would be formally notified.

7.0 receipt of this letter may kindly be acknowledged.

UGC. NOTIFICATION ON REVISION OF PAY, SCALES, MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS IN UNIVERSITIES & COLLEGES AND OTHER MEASURES FOR THE MAINTENANCE OF STANDARDS, 1998.

The scheme of revision of pay scales, minimum qualifications for appointment, other service conditions of University and College Teachers, Librarians, of Physical Education and Registrars of Universities as a measure for the maintenance of standards in higher education.

1.0.0 COVERAGE

- 1.1.0 The scheme applies to University and College Teachers, Librarians, Directors of Physical Education and Registrars of Universities (excluding Agricultural Universities), and Colleges (excluding Agricultural, Medical, and Veterinary Science Colleges) admitted to the privileges of the Universities they specifically exercise an option in writing to remain out of this scheme. However, the scheme will apply to the Teachers in the Faculty of Agriculture, Medicine and Veterinary Science in the Central Universities.

2.0.0 PAY SCALES

- 2.1.0 The revised scales of pay, as decided by the Government of India, Ministry of Human Resource Development (Deptt. of Education) may be seen at Appendix-I.
- 2.2.0 Pay scales for academic staff of the Departments of Adult and Continuing Education, Women's Studies, Academic Staff Colleges and University Science Instrumentation Centre should be equivalent to those of the Teachers of the corresponding levels and they should have same designation and channel of promotion provided that they have equivalent qualifications.

3.0.0 RECRUITMENT AND QUALIFICATIONS

- 3.1.0 The direct recruitment to the post of Lecturers, Readers and Professors in the Universities and Colleges shall be on the basis of merit through all India advertisement and selections by the duly constituted Selection Committees to be set up under the Statutes/Ordinances of the concerned university. Such Committees should have a minimum of three experts, the head of the concerned Department and the Principal of the concerned College (in case of selection of college teachers).
- 3.2.0 The minimum qualifications required for the posts of Lecturers, Professors Principals, Assistant Directors of Physical Education, Directors of Physical Education, Directors of Physical Education, Assistant Librarians, Deputy Librarian, Librarians, Assistant Registrars, Deputy Registrars and Registrars, will be those as prescribed by the University Grants Commission from time to time.
- 3.3.0 The minimum requirements of a good record, 55% marks at the master's level and qualifying in the National Eligibility Test, or an accredited test shall remain for the appointment of Lecturers. It would be optional for the University to exempt Ph.D. holders from NET or to require NET, in their case, either as a desirable or essential qualification for appointment as Lecturers in the University Departments and Colleges. The minimum requirement of 55% should not be insisted upon for Professors, Readers, Registrars, Deputy Registrars, Librarians, Deputy Librarians, Directors of Physical Education, Deputy Directors of Physical Education for the existing incumbents who are already in the University system. However, these marks should be insisted upon for those entering the system from outside and those at the entry point of Lecturers, Assistant Registrars, Assistant Librarians, Assistant Director of Physical Education.

Notifications: Specification of Degrees and other matters

3.4.0 A relaxation of 5% may be provided, from 55% to 50% of marks, the master's level for the SC/ST category.

3.5.0 A relaxation of 5% may be provided, from 55% to 50% of the marks to the PhD. degree holders who have passed their Master's degree prior to 19th Sept., 1991.

3.6.0 B in the 7 point scale with letter O, A, B, C, D, E & F shall be regarded as equivalent of 55% wherever the grading system is followed.

3.7.0 The PhD. should continue to be a compulsory requirement for the designation. However, for other categories like those of Registrar, Librarians and Physical Directors, the Ph.D. should be a desirable and not an essential qualification.

40.0 DIRECT RECRUITMENT

4.1.0 PROFESSOR

An eminent scholar with published work of high quality, actively research, with 10 years of experience in postgraduate teaching, and/or experience in research at the University/National level institutions, including experience research at doctoral level.

OR

An outstanding scholar with established reputation who has made significant contribution to knowledge.

In exceptional cases, the teachers with 15 years of UG teaching/research experience could also be considered.

4.2. I PRINCIPAL (Professor's Grade)

1. A Master's Degree with at least 55% of the marks or its equivalent grade of B in the 7 point scale with latter grades O, A, B, C, D, E & F.
2. Ph. D. or equivalent qualification.
3. Total experience of 15 years of teaching/Research in Universities/Colleges and other institutions of higher education.

4.2.2 PRINCIPAL (Reader's Grade.)

1. A Master's Degree with at least 55% of the marks or its equivalent grade of B in the 7 point scale with latter grades O, A, B, C, D, E & F.
2. Ph.D. or equivalent qualification.
3. Total experience of 10 years of teaching/Research in Universities/Colleges and other institutions of higher education.

4.3.0 READER

Good academic record with a doctoral degree or equivalent published work. In addition to these, candidates who join from outside the university system, shall also possess at least of the marks or an equivalent grade of B in the 7 point scale with latter grades O, A, B, C, D, E & F at the Master's degree level.

Five years of experience of teaching and/or research excluding the period spent for obtaining the research degrees and has made some mark in the areas of scholarship as evidenced by quality of publications, contribution to educational innovation, design of new courses and curricula.

4.4.0 LECTURER.

4.4.1 Humanities , Social Sciences, Science, Commerce, Education, Physical Education, Foreign language Law.

Good academic record with at least 55% of the marks or, an equivalent grade of B in the 7 point scale with grades O, A, B, C, D, E & F at the Master's degree level, in the relevant subject from an Indian University, or, an equivalent degree from a foreign University.

Besides the above qualifications, candidates should have cleared the eligibility test (NET) for lecturers conducted by the U(3C, CSIR or similar test accredited by the UGC.

4.4.2 Journalism and Mass Communication

Good academic record with at least 55% of the marks, or, an equivalent grade of B in the 7 point scale with grades O, A, B, C, D, E & F at the Master's degree level in communication/mass communication, journalism, from an Indian University, or an equivalent degree from a foreign University.

Besides fulfilling the above qualifications, candidates should have cleared the eligibility test (NET) for Lecturers conducted by the UGC, CSR, or test accredited by the UGC.

OR

At least 55% of the marks, or an equivalent grade of B in the 7 point scale with latter grades O, A, B, C, D, E & F at the Master's degree level in the Humanities, Social Sciences/Sciences with least a second class Bachelor's Degree, or Post Graduate Diploma in communication/mass communication Or journalism, from a recognized Indian

University/National Institute.

Besides fulfilling the above qualification, candidates shold have cleared the eligibility test (NET) for Lecturers conducted by the UGC, CSIR, or similar test accredited by the UGC.

4.4.3 Music

Good academic record with at least 55% of the marks, or an equivalent grade of B in the 7 point scale with latter grades O, A, B, C, D, E & F the Mona's degree level in the relevant subject or an equivalent degree from an Indian Foreign University.

Besides fulfilling the above qualifications, candidates should cleared the eligibility test (NET) for Lecturers conducted by the UGC, CSIR, similar test accredited by the UGC.

SEVEN POINT SCALE

GRADE	GRADE POINT	PERCENTAGE EQUIVAIÄT
'O' = Outstanding	5.50-6.00	75-100
'A' = Very Good	4.50-5.49	
'B' = Good	3.50449	55-64
'C' = Average	2.50-3.49	45-54
'D' = Below Average	1.50-2.49	3544
'E' = Poor	0.50-1.49	
'F' = Fail	0-0.49	004

OR

Notifications: Specification of Degrees and other matters

A traditional or a professional artist with a highly commendable professional achievement in the concerned subject.

For professional subjects like education, social work and performing arts etc., a separate detailed regulation on qualifications would be issued. Till then, the Regulations, hitherto in force for direct recruitment to the post of Lecturer, Reader and Professor, will continue.

The minimum qualifications for the post of Librarians, Deputy Librarians, Assistant Librarians may be seen at Appendix—II.

The minimum qualifications for the post of Registrar, Deputy Registrar, Assistant Registrar may be seen at Appendix-III

The minimum qualifications for the post of Director, Physical Education, Deputy Director, Physical Education and Assistant Director, Physical Education may be seen at Appendix-IV.

5.0.0 SELECTION COMMITTEES

University Grants Commission has separate guidelines on constitution of Selection

Committees which may be referred to by Universities/Colleges (copy enclosed as Appendix-V). A representative of the SC/ST, women and physically handicapped persons, should be in the Selection Committee whenever a candidate from any of these categories appears for the interview.

It is optional for the University or College to utilise the Seminar or Colloquium as a method for the selection of Lecturer, Reader or Professor.

60.0 INCENTIVES FOR

6.1.0 Four and two advance increments will be admissible to those who hold Ph.D. and M.Phil degrees, respectively, at the time of recruitment as Lecturers. Candidates with D.Litt./D.Sc. should be given benefit on par with Ph.D. and M.Litt on par with M.Phil.

62.0 One increment will be admissible to those teachers with M,Phil who acquire Ph.D. within two years of recruitment.

63.0 A Lecturer with Ph.D. will be eligible for two advance increments when she/he moves into Selection Grade/Reader.

6.4.0 A teacher will be eligible for two advance increment as and when she/he acquires a Ph.D. in her/his service career.

7.0.0 CAREER ADVANCEMENT

7.1.1 Minimum length of service for eligibility to move into the grade of Lecturer (Senior Scale) would be four years for those with Ph.D., five years for those with M.Phil, six years for others at the level of Lecturer, and for eligibility to move into the Grade of Lecturer (Selection Grade) /Reader, the minimum length of service as Lecturer (Senior Scale) shall be uniformly five years.

7.1.2 For movement into grades of Reader and above, the minimum eligibility criterion would be PhD. Those without Ph.D. can go up to the level of Lecturer (Selection Grade).

7.1.3 A Reader with a minimum of eight years of service in grade will be eligible to be considered for appointment as a Professor.

7.1.4 The Selection Committees for Career Advancement shall be the same as those for Direct Recruitment for each category,

- 7, 1.5 The existing scheme of Career Advancement for non academic staff namely, Assistant Director of Physical Education, Assistant. Registrar, Assistant. Librarian would continue.

7.2.0 LECTURER (SENIOR SCALE)

A Lecturer will be eligible for placement in a senior scale through a procedure of selection, if she/he has :

- (i) Completed 6 years of service after regular appointment with relaxation of one year and two years, respectively, for those with M.Phil. and Ph.D.
- (ii) Participated in one orientation course and one refresher course of approved duration, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the University Grants Commission. (Those with Ph.D. degree would be exempted from one refresher course).
- (iii) Consistently satisfactory performance appraisal reports ,

7.3.0 LECTURER (SELECTION GRADE)

Lecturers in the Senior Scale who do not have a Ph.D. degree or equivalent published work, and who do not meet the scholarship and research standards, but fulfil the other criteria given above for the POQ of Reader, and have a good record in teaching, and, preferably, have contributed in various ways such as to the corporate life of the institution, examination work, or through activities, will be placed in the Selection Grade, subject to the recommendations of the Selection Committee which is the same as for promotion to the post of Reader. They will be designated as Lecturers in the Selection Grade. They could offer themselves for fresh assessment after obtaining Ph.D.

and/or fulfilling other requirements for promotion as Reader and, if found suitable, could be given the designation of Reader.

7.4.0 READER (PROMOTION)

7.4.1 A Lecturer in the Senior Scale will be eligible for promotion to the post of Reader if she/he has :

- (i) Completed 5 years of service in the Senior Scale;
- (ii) Obtained a Ph.D. degree or has equivalent published work;
- (iv) Made some mark in the areas of scholarship and research as evidenced e.g. by self-assessment, reports of referees, quality of publications, contribution to educational innovation, design of new courses and curricula and extension activities.
- (v) A Lecturer's placement in the Senior Scale participated in two refresher courses/summer institutes of approved duration, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the University Grants Commission, and
- (vi) Possesses consistently good performance appraisal reports.

7.4.2 Promotion to the post of Reader will be through a process of Election by a Selection Committee to be set up under the statutes/ordinance of the concerned University or other similar Committees set up by the appointing authorities.

7.5.0 PROFESSOR (Promotions)

In addition to the sanctioned position of Professors, which must be filled in through direct recruitment through all India advertisements, promotions may be made from the post of Reader to that of Professor after 8 years of service as Reader.

Notifications: Specification of Degrees and other matters

7.60 The Selection Committee for promotion to the of Professor should be the same as that for direct recruitment. For the promotion from Reader to Professor, the following method of promotion may be followed.

The candidate should present herself/himself before the Selection Committee with some of the following :

- a) Self-appraisal reports (required).
- b) Research contribution/books/articles published.
- c) Any other academic contributions.
'The best three written contributions of the teacher (as defined by her/him) may be sent in advance to the Expts to review before coming for the candidate should be asked to submit these in 3 sets with the application.
- d) Seminars/Conferences attended.
- e) Contribution to teaching/academic environment/institutional corporate life.
- f) Extension and field outreach activities.

7.7.0 The requirement of participation in orientation/refresher courses/summer institutes, each of at least 3 to 4 weeks duration, and consistently satisfactory performance appraisal reports, shall be the mandatory requirement for Career Advancement from Lecturer to Lecturer (Senior Scale) and from Lecturer (Senior Scale) to Lecturer (Selection Grade). Wherever the requirement of orientation/refresher courses has remained incomplete, the promotions would not be held up but these must be completed by the year 2000.

The requirement for completing these courses would be as follows :

- i) For Lecturer to Lecturer (Senior Scale) , one orientation course would be compulsory for University and College teachers. Those without Ph.D. -would be required to do one refresher course in addition.
- ii) Two refresher courses for Lecturer (Senior Scale) to Lecturer (Selection Grade).
- iii) The senior teachers like Readers/Lecturers (Selection Grade) and professors may opt to attend two Seminars/Conferences in their subject area and present papers B one aspect of their promotion/selection to higher level or attend refresher courses to be offered by ASCs for this level.

7.8.0 If the number of years required in 8 feeder cadre are less than those stipulated in this notification, thus emailing hardship to those who have completed more than the total number of years in their entire service for eligibility in the cadre, may be placed id the next higher cadre after adjusting the total number of years.

This situation is likely to arise as, in the earlier scheme, the number of years required in a feeder cadre were much more than those envisaged under this notification.

8.0.0 COUNTNG OF PAST SERVICE

Previous service, without any break as a Lecturer or equivalent, in a university, college, national laboratory, or other scientific organisations, e.g. CSIR, ICAR, DRDO, UGC, ICSSR, ICHR and as a UGC Research Scientist, should be counted for placement of lecturer in Senior Scale/Selection Grade provided that :

8.1 0 The post was in an equivalent grade/scale of pay as the post of a Lecturer;

8.2.0 The qualifications for the post were not lower than the qualifications prescribed by the UGC for the post of Lecturer;

- 8.3.o The candidates who apply for direct recruitment should apply through proper channels;
- 8.4.0 The concerned Lecturers possessed the minimum qualifications prescribed by the UGC for appointment as Lecturers;
- 8.5.0 The post was filled in accordance with the prescribed selection procedure as laid down by the University/State Government/ Central Government/institution's regulations;
- 8.6.0 The appointment was not ad-hoc or in a leave vacancy of less than one year duration. Ad hoc service of more than one year duration can be counted provided —
- (a) the ad hoc service was of more than one year duration;
 - (b) the incumbent was appointed on the recommendation of duly constituted Selection Committed; and
 - (c) the incumbent was selected to the permanent post in continuation to the ad hoc service, without any break.

9.0.0 MERIT PROMOTION

Merit Promotion Scheme of 1983 which was terminated in 1987 for those who did not opt for it, stands abolished. However, Professor who were governed by the old merit promotion scheme of 1987 would be eligible for fill scale of Professor w.e.f 01.01.1996 The University can' discuss in its academic body and decide inter-se-seniority between the merit promotees and direct recruits, based on the date of selection, and as per the existing/amended Acts and Statutes of the University.

10.0.0 REWARDING MERIT

- 10.1.0 A supertime scale of Rs.22000-500-24500 will be given to such Professors of Eminence who will be directly recruited and have completed 28 years of service in accordance with the scheme to be approved by the Government of India.
- 10.2.0 Meritorious teachers, who may not have M.Phil or PILD. but Who have made outstanding contributions, would be rewarded and recognized as per the scheme to be approved by the Government of India.

11.0.0 PERIOD OF PROBATION AND CONFIRMATION

- 11.1.0 Keeping in view the practice in some of the Universities, the minimum period of probation may continue to be 1 year, extendable by a maximum period of 1 more year in case of unsatisfactory performance. However, the Universities which are already having probation period of 2 years may continue to do so.
- 11.2.0 It is optional for the universities to introduce the provision that a teacher may offer herself/ himself for assessment any point of time for confirmation, within the period of two years, but the University may consider a minimum period after which such cases would be considered. At senior positions, it is optional for the university to decide on confirmation at any time from the time of appointment to the end of the statutory period of probation
- 11.3.0 The confirmation should not be linked to the completion of orientation course, Efforts should be made to send the teacher either before joining, or immediately thereafter, but, in any case, orientation course should be completed within a period of the first two years
- 11.4.0 Since the time required for Advancement has now been reduced, an extension may be provided till 31.12.2000 to all candidates for completing refresher courses.

- 11.5.0 The University may devise a mechanism for ensuring that the of the University Department/College Principal sponsors teacher for the required orientation and refresher course, and such opportunity is not denied to the teacher, except on sufficient grounds to be specified in writing to the university. The university should also bring to the attention of the UGC any complaints received from university or college teachers that they did not get admission to the courses for which they applied with details (name of teacher, name of institution where employed, course applied for, ASC or Department where applied, dates of course and reasons given for refusal).

12.0.0 PART-TIME TEACHERS

The minimum qualifications for appointment of part-time teachers should be the same as that of regular teachers and selected by regularly constituted Selection Committees. The part-time teachers should be appointed only in exceptional circumstances when it is appropriate to the requirements of the institution in terms of subjects to be taught or workload. They can be appointed on a contract appointment if only for a short period or as permanent half-time/proportionate time employees against half/proportionate salary of the scale (and should include proportionate increments, dearness allowance and any other permissible benefits). Such permanent part-time teachers will also be entitled to the scheme of Career Advancement from Lecturer to Senior Scale Lecturer, Selection (3rd grade Lecturer I Reader, and Professor. However, they will be entitled to half/proportionate amount of the basic of the scale and proportionate increments, dearness allowance and any other permissible benefits.

13.0.0. CREATION OF POST

- 13.1.0 UGC — recognized autonomous colleges may create posts of Professor on the basis of felt needs. In general, 1 post of Professor may be created if there are already at least 4 Readers and 12 Lecturers and it is felt that creation of a post of Professor is academically necessary. The procedure of selection of Professor will be through direct recruitment as in the university. Other colleges of similar standard will be identified by the UGC as per the scheme to be approved by the Government of India.

14. 0.0. TEACHING DAYS

The Universities/Colleges must observe at least 180 actual teaching days, i.e., there should be a minimum of 30 weeks of actual teaching in a 6-day week. Of remaining period, 12 weeks may be devoted to admission and examination activities and non-instructional days (e.g. for sports, college day, etc.), 8 weeks for vacation 2 weeks may be to various public holidays. If the university adopts a 5 day pattern then the number of weeks should be increased correspondingly to ensure equivalent of 30 weeks with a 6 day week. The above is summarised as follows :

No. of Weeks**University**

Teaching	30 (180 days)	30 (180 days)
Admissions/Examinations preparation for Examinations	12	10
Vacation	8	10
Public Holidays	2	2
(to increase & adjust teaching days accordingly)		
Total	52	52

In lieu of curtailment of vacation by 2 weeks, the university teachers may be credited with 1/3rd of the period of Earned Leave. However, the colleges may have an option of a total vacation of 10 weeks in a year and no earned Leave except when asked to work during the vacations for which, as in the case of University teachers, 1/3 of the period will be credited as Earned Leave.

15.0.0 WORK LOAD

The workload of the teach« in full employment not be less a week for 30 working weeks (180 teaching days) in an academic year. It be necessary for the teacher to be available for at least 5 hours daily in the University/College Br which necessary space and infrastructure should be provided by the University/College.

The direct teaching hours should be as follows :

Lecturer/Sr. Lecutrer/Lecturer(Sel. Grade) 16 hours

Readers & professors 14hours

However, a relaxation of two hours in the workload may be given to the Professors who are actively involved in Research, Extension and Administration.

16.0.0 SUPERANNUATION AND RE-EMPLOYMENT OF TEACHERS

16.1.0 Teachers will retire at the age of 62. However, it is open to a University or a college to re-employ a superannuated teacher according to the existing guidelines framed by the UGC up to the age of 65 years.

16.2.0 Age of retirement of Registrars, Librarians, Physical Education personnel, Controllers of Examinations, Finance Officers, and such other university employees who are being treated Rt par with the teachers and whose age of superannuation was 60 year, would be 62 years. No re-employment facility is recommended for the

Registrars, Librarians and Directors of Physical Education.

17.0.0 SUPERANNUATION BENEFITS

17.1.0 The benefit in service, up to a maximum of 3 years, should be provided for the teachers who have acquired Ph.D. degree at the time of entry, so that, almost all teachers get full retirement benefits which are available after 33 years of service, subject to the overall age of Superannuation.

17.2.0 Other conditions with respect to Superannuation Benefits may be given as per Centra/State Government Rules.

18.0.0 LEAVE RULES

The leave rules, as laid down by the University Grants Commission, may be followed for the University and College teachers (See Appendix-VI).

19.0.0 SERVICE AGREEMENT

At the time of recruitment in Universities and Colleges, service agreement should be signed between the University/College and the Teacher which should be lodged with the Registrar/ Principal with copy to the concerned teacher. The self-appraisal of performance should be a part of the service agreement .

20.0.00 CODE OF PROFESSIONAL ETHICS

Each University should evolve its own professional ethics after discussion in Oe academic bodies and association s and should incorporate it in Act, Ordinances and it should be applicable to all teaching md non-teaching administrators.

21.0.0 ACCOUNTABILITY

The self-appraisal of performance should be adopted as a mandatory part of the Career Advancement scheme and should be implemented with the pay scales within the time-frame of 1 year, if not already implemented. It would be optional for the institution to consider introducing student evaluation as a method of assessment of the teacher, particularly in small institutions, post-graduate department, professional colleges and autonomous colleges.

22.0.0 ANOMALIES

Anomalies, if any, may be brought to the notice of the UGC who would consider them with the help of a Committee constituted by University Grants Commission.

Consolidated statement based on letters No.F.1-22/97-U.I. issued on July, 1998; (Annexure I), 22nd September, 1998 (Annexure II) and 6 November, 1998 (Annexure III) by Ministry of Human Resource Development.

Subject: Revision of pay scales of teachers in universities and colleges following the revision of pay scales of Government employees on the recommendations of Fifth Central Pay Commission.

1. (i) Pay Scales

A statement showing the existing and revised scales of pay is attached.

The revised scales of Demonstrators /Tutors is for the existing incumbents only.

No fresh recruitment shall be made to the cadre of Demonstrators/Tutors.(Annexure I)

(ii) Incentives for Ph.D/M.Phil. (Annexure I)

- (a) Four and two advance increments will be admissible to those who hold Ph.D. and M.Phil degrees, respectively, at the time of recruitment as Lecturers.
- (b) One increment will be admissible to those teachers with M.Phil who acquire Ph.D. within two years of recruitment.
- (c) A Lecturer with Ph.D. will be eligible for two advance increments when he moves into Selection grade as Reader.
- (d) A teacher will be eligible for two advance increments as and when he acquires a Ph.D. degree in his service career.

(iii) Career Advancement (Annexure I)

- (a) Minimum length of service for eligibility to move into the grade of Lecturer (Senior Scale) would be four years for those with Ph.D., five years for those with M.Phil, and six years for others as a Lecturer, and for eligibility to move into the Grade of Lecturer (Selection Grade)/Reader, the minimum length of service as Lecturer (Senior Scale) shall be uniformly five years.
- (b) For movement into grades of Reader and above, the minimum eligibility criterion would be Ph.D. Those teachers without Ph.D. can go up to the level of Lecturer (Selection Grade).
- (c) A Reader with a minimum of eight years of service will be eligible for consideration for appointment as a Professor.
- (d) For every upward movement, a selection process would be evolved, for which appropriate guidelines would be laid down by the UGC in consultation with the Government.

(iv) Rewarding the Merit (Annexure I)

- (a) A supertime scale of Rs.22000-500-24500 will be given to such Professors of Eminence who are directly recruited and have completed 28 years of service. The eligibility criteria and the selection process will be determined by the UGC.
- (b) University Grants Commission would prepare a specific scheme in consultation with Government to reward and recognise meritorious teachers who may not have M.Phil Of Ph.D. but who have made outstanding contributions in teaching and research,

(v) Allowances, effective date and fitment formula (Annexure – I)

- (a) The revised scale of pay as contained in the Annexure will be effective from I. I. 1996. (Annexure I,II,III)
- (b) The fixation of pay of Lecturers (Selection Grade)/Readers in the pre-revised scale of Rs.3700-1254950-150-5700/- who were selected strictly in accordance with the rules and regulations framed by the UGC and who were in position as Lecturers (Selection Grade)/Readers as on 1.1.1996, will be made in a manner that they get their pay fixed at the minimum of Rs. 14940/- in the revised scale of Rs. 12000420-18300 as and when they complete five years in the grade. (Annexure III)
- (c) The pay of Readers and Professors who were in the pre-revised scales of Rs.30005000ß and Rs.4500-5700/- will be fixed at the appropriate age of the revised scales of Rs. 10000-325-15200 and Rs 16400-450-20900-500-22400/- respectively as on 1. I. 19%. (Annexure III)
- (d) Pay with effect from 1.1.1996 in the revised scale of pay will be fixed after giving the benefit of one increment for every three increments earned in the pre-revised scales.as stipulated in Rup 7 of Central Civil Services (Revised pay) Rules, 1991, and governed by other relevant provisions of Central Civil Services (Revised Pay) Rules, 1997, as applicable.
- (e) Pay in the Revised scales of pay as at Annexure of this letter shall be fixed at the same stage with reference to the stage admissible vide para (c) above. In cases where the same stage is not available, the pay may be fixed at the stage next above the pay admissible vide para (c) above.
- (f) The payment of arrears will be made in one instalment.
- (g) Teachers in Central Universities will be entitled to Dearness Allowance, House Rent Allowance, Transport Allowance, City Compensatory Allowance and other allowances at the same rates dates as applicable to the Central Government employees.

(vi) Age of Superannuation (Annexure I)

The age of superannuation of university and college teachers, Registrars, Librarians, Physical Education personnel, Controller Of examinations, Finance Officers and such other university employees who are being treated par with the and whose age of superannuation was 60 years, would be 62 years and thereafter no extension in service should be given. However, it will be open to a university or college to reemploy a superannuated teacher according to the existing guidelines framed by the UGC up to the age of 65 years. (Annexure I & III)

(vii) Professors for colleges (Annexure I)

Posts of Professor will be created in UGC recognized Autonomous Colleges in the ratio of 1:4: 12 for Professors, Readers, and Lecturers. The procedure of selection of Professor will be the same as that in the university. Other colleges of similar standard will be subsequently identified by the UGC as per the norms developed by the Commission in consultation with the Government.

(viii) Scheme for professional development incentives to Lecturers.

The UGC will formulate a Scheme, in consultation with the Government, for giving professional development incentives in the form of cash allowances or assistance in kind or both to those Lecturers who register for M.Phil/Ph.D and whose pursuit of research is considered satisfactory by their guides.(Annexure III)

(ix) other terms & conditions of service of teachers. (Annexure I)

other terms and conditions of service of teachers shall be notified by the UGC by way of Regulations incorporating the approved pay scales and other related conditions on the line of existing scheme(s) with the approval of Government.

SCALE OF PAY QF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES.

Sl. No.	Category		Existing scales of pay		Revised scales of pay
	University and College Teachers		2200-75-2800-100-4000		8000-275-13500
	Lecturer				
2.	Lecturer (Sr. Scale)		3000-100-3500-125-5000		10000-325-15200
3.	Lecturer (Sl. Grade)/Reader		3700-125-4950-150-5700		12000-420-18300
4.	Professor		4500-150-5700-200-7300		16400-450-20900-500-22400
5.	Principals of Colleges	(i) (ii)	3700-125-4950-150-5700 4500-150-5700-200-7300	(i) (ii)	12000-420-18300 Minimum to be fixed at 12840) 16400-450-20900-500-22400 Minimum to be fixed at 17300
6.	Pro-Vice Chancellor		5900-200-7300		18400-500-22400
7.	Vice Chancellor		7600 fixed		25000 fixed
8.	For Universities Registrar/Librarian/Director of physical Education/Controller of Examinations/Finance Officer		4500-150-5700-200-7300		16400-450-20900-5-00-22400
9.	Dy. Registrar/Dy. Librarian/ Dy. Director of Physical Education/ Dy. Controller of Examination/ .Finance Officer		3700-125-4950450-5700		12000420-18300
10.	Librarian/Asstt. Documentation Director of physical Education Sr. Scale)		3000-100-3500-125-5000		100000-325-15200
	Asstt.Registrar l Asü.Librarian./ As Documentation Officer/Astt. of Physical Education/ Asst Controller of Examination/ Asstt. Finance Officer		2200-75-2800-1004000		8000-275-13500
12.	For Colleges College Librarian (SI Grade)/ Director of Physical Education (S'.Grade		3700-1254950-150-5700		12000-420-18300
13.	College Librarian (Sr.Scale)/ of Physical Education (Sr.Scale		3000-100-3500-125-5000		10000-325-1300
14.	College Librarian/Director of Physical Education		2200-75-2800- DO'-4000		8000-275-13500
15.	Demonstrator/tutors		1740-60-2700-EB-75-3000		5500-175-9000

0No:F.1-22/97-U.1
Government of India
Ministry of Human Resource Development
(Department of Education)

New Delhi, the 27th July, 1998.

To,

The Education Secretaries of all States/Union Territories,

Subject: Revision of pay scales of teachers in Universities and Colleges following the revision of pay scales of Central Government employees on the recommendations of Fifth Central Pay Commission.

Madam/Sir,

I am directed to say that in fulfilment of the constitutional responsibility for coordination, determination and maintenance of standards in higher education, the Central Government and the University Grants Commission (UGC) have taken, from time to time, several measures. As a part of these efforts, the Central Government has revised the pay scales of teachers in Central Universities and Colleges thereunder in order to attract and retain talent in the teaching profession. A copy of the letter addressed to the UGC giving details of the revised scales of pay and other provisions of the Scheme of revision of pay scales is enclosed.

2. In discharging its constitutional responsibility, the Central Government has decided to continue to provide financial assistance to the State Governments who wish to adopt and implement the Scheme of revision of pay scales subject to the following terms and conditions:-
 - (a) The Central Government will provide financial assistance to the State Governments which have opted for these revised pay scales to the extent of 80% of the additional expenditure involved in the implementation of the revision:
 - (b) The State Government will meet the remaining 20% of the expenditure from their own sources-
 - (d) The financial assistance, indicated above, would be provided for the period from 1.1.1996 to 31.3.2000
 - (e) The entire liability on account of revision of pay scales, etc., of university and college teachers would be taken over by the State government w.e.f. 1.4.2000.
 - (f) The Central assistance would be restricted to revision of pay scales in respect of only- those posts which were in existence and filled up on 1.1.1996.
3. The State Government, after taking local conditions into consideration, may also decide in their discretion, to introduce scales of pay different from those mentioned in the Scheme, and may give effect to the revised scales of pay from January 1, 1996, or a later date. In such cases, the details of the modifications proposed either to the scales of pay or the date from which the Scheme is to be implemented should be furnished to the Government of India for its approval and, subject to the approval being accorded to the modifications, Central assistance on the same terms and conditions as indicated above will be available to the State Government for implementation of the Scheme with- such modifications, provided that the modified scales of pay are not higher than those approved under the Scheme.

Notifications: Specification of Degrees and other matters

4. 'The payment of Central assistance for implementation of the Scheme is also subject to the condition that the entire Scheme of revision of pay scales, together with all the conditions-to be laid down in this regard by the UGC by way of Regulations, is implemented by the State Governments as a composite scheme without any modification except to the date of implementation and scales of pay as indicated above, .
5. It shall be necessary for the Universities and Managements of Colleges to make necessary changes in their statutes, ordinances, rules. regulations, etc., to incorporate the provisions of this Scheme.
6. The detailed proposal for implementation of the Scheme on the lines indicated above, may kindly be formulated immediately and sent to the Department of Education in the Ministry of Human Resource Development for examination so that Central assistance to the extent indicated above can be sanctioned for the implementation of revised scales of pay
7. Anomalies, if any, in the implementation of the Scheme may be brought to the notice of the Department of Education in the Ministry of Human Resource Development for clarification.
8. The Scheme applies to teachers in all Universities (including Agricultural Universities) and colleges (excluding Agricultural, Medical and Veterinary Science Colleges) admitted to the privileges of the Universities.

Yours faithfully,

[LALMALSAWMA]

Director

Copy to:-

1. Secretary, University Grants Commission, Bahadur Shah Zafar Marg, New Delhi.
2. Registrars of all Universities.
3. Secretary, -Iridian Council for Agricultural Research, Krishi Bhawan, New Delhi.

LALMALSAWMA

Director

No.F.1-22/97-U.1.
Government of India
Ministry of Human Resource Development
(Department of Education)

New Delhi, the 27th July, 1998.

To,

The Secretary

University Grants Commission Bahadur Shah Zafar Marg, New Delhi.

Subject: Revision of pay scales of teachers in universities and colleges following the revision of pay scales of Central Government employees on the recommendations of Fifth Central Pay Commission.

Sir,

I am directed to say that the Government of India have, after taking into consideration the recommendations made by the University Grants Commission, decided to revise the pay scales of teachers in Central Universities. The revision of pay scales of teachers will be subject to various provisions of the Scheme of revision of pay scales as contained in this letter, and the Regulations to be framed by the UGC in this behalf. The revised pay scales and other provisions of the Same are as under :

Pay Scale

A statement Showing the existing and revised scales of pay is attached as Annexure.

The revised scales of Demonstrators/Tutors is for the existing incumbents only, No fresh recruitment shall be made to the cadre of Demonstrators/Tutors.

(ii) Incentives for Ph.D./M.phil.

- (a) Four and two advance increments will be admissible to those who hold Ph.D. and M.Phil degrees, respectively, at the time of recruitment as Lecturers.
- (b) increment will be admissible to those teachers with M.Phil who acquire Ph.D. within two years of recruitment.
- (e) A Lecturer with Ph.D. will be eligible for two advance increments when he moves into Selection grade as Reader.
- (d) A teacher will be eligible for two advance increments as and when he acquires a Ph.D. degree in his service career.

(iii) Career Advancement

- (a) Minimum length of service for eligibility to move into the grade of Lecturer (Senior Scale) would be four years for those with Ph.D., five years for those with M.Phil, and Six years for others as a Lecturer, and for eligibility to move into the Grade of Lecturer (Selection Grade)/Reader, the minimum length of service as Lecturer (Senior Scale) shall be uniformly five years.
- (b) For movement into grades of Reader and above, the minimum eligibility criterion would be Ph.D. Those teachers without Ph.D. can go up to the level of Lecturer (Selection Grade).
- (c) A Reader with a minimum of eight years of service will be eligible for consideration for appointment as a Professor.

Notifications: Specification of Degrees and other matters

- (d) For every upward movement, a selection process would be evolved, for which appropriate guidelines would be laid down by the UGC in consultation with the Government.
- (iv) Rewarding the Merit
 - (a) A supertime scale of Rs.22000-500-24500 will be given to such Professors of Eminence who are directly recruited and have completed 28 years of service. The eligibility criteria and the selection process will be determined by the UGC.
 - (b) University Grants Commission would prepare a specific scheme in consultation with Government to reward and recognise meritorious teachers who may not have M.Phil or Ph.D. but who have made outstanding contributions in teaching and research.

Allowances effective date and fitment formula

- (a) The revised scale of pay as contained in the Annexure-I will be given prospective effect from the date of issue of this letter.
- (b) For the period from 1.1.96 to the day on which these decisions take effect, pay will be fixed in the replacement scales recommended by the I-JG(::::: appointed Pa Review Committee as per Annexure-II (withdrawn later vide letter dated 6 November, 1998 of Ministry of Human Resource Development).
- (c) Pay with effect from 1.1.96 in the revised scale of pay will be fixed after giving the benefit of one increment for every three increments earned in the pre-revised scales as stipulated in Rule 7 of Central Civil Services (Revised Pay) Rules, 1997, and governed by other relevant provisions of Central Civil Services (Revised Pay) Rules, 1997 as applicable.
- (d) Pay in the revised-scales of pay as at Annexure-I of this letter shall be fixed at the same stage with reference to the stage admissible vide para (c) above. In cases where the same stage is not available, the pay may be fixed at the stage next above the pay admissible vide para (c) above.
- (e) The payment of arrears will be made in one instalment.
- (f) Teachers in Central Universities will be entitled to Dearness Allowance, House Rent Allowance, Transport Allowance, City Compensatory Allowance and other allowances at the same rates and dates as applicable to the Central Government employees.
- (vi) Age of Superannuation

The age of superannuation of university and college teachers would be 62 years and thereafter no extension in service should be given. However, it will be open to a university or college to re-employ a superannuated teacher according to the existing Guidelines framed by the UGC up to the age of 65 years.
- (vii) Professors for Colleges

Posts of Professor will be created in UGC recognized Autonomous Colleges in the ratio of 1:4: 12 for Professors, Readers and Lecturers. The procedure of selection of Professor will be the same as that in the university. Other colleges of similar standard will be subsequently identified by the UGC as per the norms developed by the Commission in consultation with the Government.

(viii) Other - terms & conditions of service of teachers.

Other terms and conditions of service of teachers shall be notified by the UGC by way of Regulations incorporating the approved pay scales and other related conditions on the line of existing scheme(s) with the approval of Government.

2. In the meantime, the revised scales of pay including arrears of salary may be given to teachers pending issue of the Regulations by the UGC.
3. The above scheme will be applicable to the teachers in all the Central Universities and Colleges thereunder and the Deemed to be Universities whose maintenance expenditure is met by the UGC. The implementation of the revised scales will be subject to the acceptance of all the conditions mentioned in this letter as well as the Regulations to be framed by the UGC in this behalf. The Universities may be advised to amend their statutes and ordinances in line with the Regulations within three months from the date of issue of this letter.
4. These orders are subject to the conditions as contained in para 4 of Ministry of Finance O.M. No.7(34)/E.III-A/97 dated 2.12.1997 on pay revision of employees of quasi, Government/autonomous organisations, statutory bodies, etc., set up and funded by the Central Government.
5. . It is requested that necessary action may please be taken to revise the pay scales of teachers in the Central Universities and other institutions as per the conditions laid down in the instant letter and the Regulations to be framed by the UGC.
6. Anomalies, if any, in the implementation of the scheme may be brought to the notice of the Department of Education, Ministry of Human Resource Development for clarification.
7. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

[LALMALSAWMA]

Director

Copy to:

1. Vice-Chancellors of All Central Universities.
2. Member Secretary AICTE.
3. Secretary, Indian Council for Agricultural Research, Krishi Bhawan, New Delhi.

[LALMALSAWMA]

Director

SCALE OF PAY OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COUEGES.

Sl. No.	Category		Existing scales of pay		Revised scales of pay
1.	University and College Teachers Lectures		200-75-2800-1004000		000-275-13500
2.	Lecturer (Sr. Scale)		000-10CL3soo-125-5000		10000-325-15200
3.	Lecturer (SI. Grade)/Reader		700-125-4950-150-5700		12000420-18300
4.	Professor		500-150-5700-200-7300		16400-450-20900-500-22400
5.	Principals of Colleges	(i) (ii)	700-1254950-150-5700 500-150-5700-200-7300	(i) (ii)	1 2 0 0 0 4 2 0 - 1 8 3 0 0 minimum to be fixed at 12840) 16400450-20900-500-22400 minimum to be fixed at 17300
6.	Pro-Vice Chancellor		900-200-7300		1-8400-500-22400
7.	Vice Chancellor		600 fixed		5000 fixed
8.	For Universities Registrar/Librarian/Director of Physical Education		500-150-5700-200-7300		16400-450-20900-500-22400
9.	Dy. Registrar/Dy. Librarian/ . Director of Physical Education		700-1254950-150-5700		12000420-18300
10.	Asst..Librarian/Asstt. Documentation officers (Sr. Scale)/ Asstt. Director of Physical Education (Sr Scale)		000-100-3500-125-5000		10000-325-15200
11.	Asst.. Registrar/Asstt. Librarian/ Documentation Officer/ Asstt. of Physical Education		200-75-2800-100-4000		000-275-13500
12.	For Colleges College Librarian (Sl. Grade)/ Director of Physical Education (SR. Grade		700-125-4950-150-5700		12000-420-18300
13.	College Librarian (Sr. Scale)/ Director of Physical Education (Sr. Scale		000-100-3500-125-5000		10000-325-15200
14.	College Librarian/Director of Physical Education		200-75-2800-100-4000		000-275-13500
15.	Demonstrator/Tutors		740-60-2700-EB-75-3		500-175-9000

No. F. 1-22/97-U.I
Government of India
Ministry of Human Resource Development
(Department of Education)

New Delhi, the 22nd sept., 1998

To

The Secretary

University Grants Commission Bahadur Shah Zafar Marg, New Delhi - 110002.

Subject: Revision of pay scales of teachers in Central Universities following the revision of pay scales of Central Government employees on the recommendation of the Fifth Central Pay Commission.

Sir,

I am directed to invite attention to our letter of even number dated 27th July, on the above subject and to state that certain clarification in connection with the fixation of pay of certain categories of teachers have been sought from some quarters. It is hereby clarified that fixation of pay of such categories of teachers may be done in the following manner :-

Vice Chancellor

The revised pay scale of Vice-Chancellor will be Rs.25,000/- (fixed) w.e.f. 1.1.1996.

2. **Pro-Vice-Chancellor..**

The replacement scale for the pay scale of Pro-Vice-Chancellor will be Rs- with effect from 1.1.1996.

Principal

Those Principals in the pre-revised scale of R*.4500-7300 will be given the replacement scale of Rs.14300-22400 w.e.f. 1.1.1996 and the minimum basic pay will be fixed at Rs. 15,200/- from that date. With effect from 27.7.98, the pay will be fixed in the pay scale of Rs. 16400-20900-500-22400 starting with a basic pay of Rs. 17,300/-. In the case of other Principals, the revised scale of Rs. 12000-375-18000 will be given w.e.f. 1.1.96 and the minimum basic pay will be fixed at Rs. 12,750/- from the date. With effect from 27.7.98, the pay will be fixed in the scale of Rs. 12000-42018300 starting With the basic pay of Rs. 12,840/-.

4. **Readers Professors under Merit Promotion Scheme**

The pay of a Professor under the Merit Promotion Scheme in the existing scale of Rs.4500-150-5700 will be fixed in the revised scale of Rs. 14300-400-18300 w.e.f.

1.1.1996. The Commission may take a decision whether the Merit Promotion Scheme as it exists should continue or not after 27.7.1998.

5. **Controller of Examinations/Finance Officer**

The Controllers of Examinations and the Finance Officers in the Universities will be given the same pay scale as applicable to the Registrars.

Notifications: Specification of Degrees and other matters

6. Payment of arrears in. respect of allowances other than Dearness Allowance contemplated Under Paragraph I.(v) (f) of the letter under reference ,will] be admissible w.e.f. 1.8.1997. Payment of Dearness Allowance from 1 . 1.1996 will be from the dates and at the rates as applicable to Central Government employees.

The receipt Of this letter may kindly be acknowledged.

Yours faithfully,

(LALMALSAWMA)

DIRECTOR

Copy to:-

The Education Secretaries of all States, ,

2. Vice-Chancellor of all Central Universities.

3. Member-Secretary, AICTE.

4. Secretary, Indian Council for Agricultural Research, Krishi Bhawan, New Delhi.

(LALMALSAWMA)

DIRECTOR

No. F. 1-22/97-U.I.
Government of India
Ministry of Human Resource Development
(Department of Education)

New Delhi, the 6^b November, 1998

To

The Secretary

University Grants Commission Bahadur Shah Zafar Marg, New Delhi - 1 10 002.

Subject: Revision of pay scales of teachers in Central Universities following the revision of pay scales of Central Government employees on the recommendation of the Fifth Central Pay Commission.

Sir,

In continuation of this Ministry's letter of even number dated 27.7.1998 and in supersession of the letter dated 22.9.1998 on the subject mentioned above, am directed to say that the matter relating to revision of pay scales of University and College teachers was further considered by the Government and it has been decided to make certain modifications in the Scheme already notified by the Government vide our letter dated 27.7.1998. The modifications made in the existing Scheme are as under :

1. Pay Scales

- i) The revised scales mentioned in Annexure-I of our letter dated 27.7.1998 shall be effective from 1. 1996. Accordingly, the Annexure-II enclosed with the letter referred to may be treated as withdrawn.
- ii) The fixation of pay of Lecturers (Selection Grade)/Readers in the pre-revised scale of Rs.3700-125-495C-150-5700/- who were selected strictly in accordance with the rules and regulations framed by the UGC and who were in position as Lecturers (Selection Grade)/Readers as on 1. 1, 1996, will be made in a manner that they get their pay fixed at the minimum of Rs. 14940/- in the revised scale of Rs. 12000-420-18300 as and when they complete five years in the grade.

2. Readers & Professors

The pay of Readers and Professors who were in the pre-revised scales of Rs.3000-5000/- and Rs.4500-5700/- will be fixed at the appropriate stage of the revised scales of Rs. 10000-325-15200 and Rs. 16400-450-20900-500-22400/- respectively as on 1.1996.

3. Pay scales of Controllers of Examinations and Finance Officers

The Controllers of Examinations and the Finance Officers in the Universities will be given the same pay scale as applicable to the Registrars.

4. Age of Superannuation

The age of superannuation of 62 years indicated in para I (vi) of our letter under reference shall also be applicable to Registrars, Librarians, Physical Education Personnel, Controllers of Examinations, Finance Officers and such other university employees who are being treated at par with the teachers and whose age of superannuation was 60 years.

5. Scheme for professional development incentives to Lecturers

The UGC will formulate a Scheme, in consultation with the Government, for giving professional development incentives in the form of cash allowances or assistance in kind

Notifications: Specification of Degrees and other matters

or both to those Lecturers who register for M.Phil. /Ph. D and whose pursuit of research is considered satisfactory by their guides.

6. Other terms & conditions

The other terms and conditions mentioned in our letter dated 27.7.1998, except as modified above, will remain the same.

7. The receipt of this letter may kindly be acknowledged.

Yours faithfully,
[LALMALSAWMA]
DIRECTOR

Copy to:-

- Education Secretary of all State Government.
2. Vice-Chancellors of all Central Universities.
3. Member-secretary, AICTE, Estate, New Delhi.
4. Secretary, ICAR, Krishi Bhavan, New Delhi.

Minimum Qualifications for direct recruitment to the posts of Librarian, Dy. Librarian and Asstt. Librarian

i. Librarian (University)

- i. Master's degree in library science/information science/documentation with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale and consistently good academic record;
- ii. At least thirteen years as a Deputy Librarian in a university library or eighteen years' experience as a College Librarian.
- iii. Evidence of innovative library service and organisation of published work.

Desirable

M.Phil./Ph.D. degree in library science/information science/ documentation/archives and manuscript-keeping.

(ii) Deputy Librarian

- i. Master's degree in library science/information science/documentation with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale and a consistently good academic record;
- ii. Five years' experience as an Assistant University Librarian/College Librarian.
- iii. Evidence of innovative library services, published work and professional commitment, computerisation of library;

Desirable

M.Phil./Ph.D. degree in library science/information science/ documentation/archives and manuscript-keeping, computerisation of library.

(iii) For the posts of Assistant University Librarian/College

Librarian/Documentation Officer

Minimum Qualifications

- i. Qualifying in the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC.

- ii. Master's degree in library science/information science/documentation or an equivalent professional degree with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale plus a consistently good academic record, computerisation of library.

Minimum Qualifications for the direct recruitment to the posts of Registrar, Dy.

Registrar and Assistant Registrar

i. Registrar and equivalent posts

- 1. A Master's degree with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale .
- 2. At least 15 years of experience as Lecturer(Sr. Scale)/Lecturer with eight years in Reader's grade along with experience in educational administration.

or

Comparable experience in research establishment and/or other institutions of higher education or

15 years of administrative experience of which 8 years as Deputy Registrar or an equivalent post. .

(ii) Deputy Registrar and equivalent posts:

- 1. A Master's degree with at least 55% of the marks or its equivalent grade .of B in the UGC seven point scale.
- 2. Five years' of experience as a Lecturer in a college or a university with experience in educational administration.

or

Comparable experience in research establishment and/or other institutions-of higher education.

or

Five years' of administrative experience as Assistant Registrar Or in an equivalent post.

(iii) Assistant Registrar and Equivalent Posts

- 1. Good academic record plus Master's degree with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale.

Minimum Qualifications for the posts of Director Physical Education, Dy. Director Physical Education and Assistant Director Physical Education

(a) University: Assistant Director of Physical Education and Sports/ College DPEs (Lecturer-scale)

- (i) Master's degree in Physical Education (two years course) or Master's degree in Sports or an equivalent degree with at least 55% of the marks or its equivalent grade of B in the UGC 7 point scale plus a consistently good academic record.
- (ii) Record of having represented the university/college at the inter-university/ inter-collegiate competitions or the State in national championships.
- (iii) Passed the physical fitness test.
- (iv) Qualifying in the national test conducted for the purpose by the LJGC or any other agency approved by the UGC.

(b) University: Assistant DPEs/College DPEs (Senior-scale)

- (i) Should have completed six years Of service as University Assistant DPEs/

- College DPEs With a benefit of two years for Ph.D. and one year for M.Phil. Degree holders.
- (ii) Passed the physical fitness test.
 - (iii) Consistently good appraisal reports.
 - (iv) Should have attended at least one orientation and one refresher course of about three to four weeks' duration each with proper and well-defined evaluation procedure (exemption from one refresher course is granted to Ph.D. degree holders).
- (c) University: Assistant DPEs/College DPEs (Selection-grade)
- (i) Completed five years of service as University Assistant DPEs/college DPEs in the senior-scale.
 - (ii) Has attended at least refresher courses of about three-four weeks' duration with proper and well-defined evaluation procedure after placement in the scale of Rs.3000-5000.
 - (iii) Shown evidence of having produced good teams/athletes and of having organised and conducted coaching camps of at least two weeks' duration.
 - (iv) Passed the physical fitness test. .
 - (v) Consistently good appraisal reports.
- (d) University Deputy DPEs/College DPEs (Reader's scale)
- (i) Ph.D. in physical education. Candidates from outside the university system, in addition, shall also possess at least 55% of the marks or an equivalent grade of B in the UGC 7 point scale at the Master's Degree level.
 - (ii) five years' experience as University Assistant DPEs/College DPEC, with a benefit of two years and one year for Ph.D. and M. Phil. Degree holders.
 - (iii) Evidence of organising competitions and conducting coaching camps of at least two weeks' duration.
 - (iv) Evidence of having produced good performance teams/athletes for competitions like state/national/inter-university/combined university, etc.
 - (v) Passed the physical fitness test.
 - (vi) Consistently good appraisal reports.
- (e) DPE. Universities
- (i) Ph.D. in physical education.
 - (ii) Experience of at least ten years as University Dewey or fifteen years c University Assistant DPE%/College DPEs (selection grade)
 - (iii) Participation in at least two national/international) seminars/conference.
 - (iv) Consistently good appraisal reports.
 - (v) Evidence of organising competitions and conducting coaching camps of at least two weeks' duration.
 - (vi) Evidence of having produced good performance teams/athletes for competitions like state/national/inter-university/combined university, etc.

NORMS FOR MEN			
12 MINUTES RUN / WALK TEST			
Up to 30 years	Up to 40 years	Up to 45 fears	Upto 50 years
1800 Mtrs.	1500 Mtrs.	1200 Mtrs.	800 Mtrs.
NORMS FOR WOMEN			
8 MINUTES RUN / WALK TEST			
Up to 30 years	Up to 40 years	Up to 45 years	up to 50 years

1000 Mtrs.	800 Mtrs.	600 Mts.	400 Mt's.
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However, before taking the test, a candidate shall produce a medical certificate, certifying that he/she is medically fit.

It was also decided that the above minimum qualifications be notified as regulations as per powers vested in UGC under Section 26 of (JGC Act).

Selection Committee Recommended by the UGC

Lecturer In a Private College

1. Chairperson of the Governing Body of the college or his/her nominee to be the Chairperson of the Selection Committee.
2. The Principal of the concerned College.
3. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of services as a teacher.
4. Two nominees of the Vice Chancellor of the affiliating university of whom one should be a subject expert.
5. Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body out of a panel of names approved by the Vice Chancellor.

For Government colleges, the State Public Service Commissions must invite three subject experts for which the State PSC will involve the University in the selection. The Principal and Head of the Department should be necessarily included in the Selection Committee.

The quorum for the meeting should be five of which at least two must be from out of the three subject-experts.

For the Post of University Lecturer.

At the University level, all selections must be done within the system with the VC as the head of the Selection Committee.

1. The Vice Chancellor to be the Chairperson of the Selection Committee.
2. Three experts in the concerned subject, to be invited on the basis of the list recommended by the Vice Chancellor and approved by the Executive Council/Syndicate.
3. Dean of the concerned Faculty/Head/Chairperson of the Department.
4. An academician nominated by the Visitor/Chancellor.

The quorum should be four out of which at least two outside subject-experts must be present,

For the Post of Reader

The process of selection should involve inviting the biodata and reprints of three major publications of the candidate before interview and getting them assessed by the same three external experts, who are to be invited to interview the candidate. The Selection Committee should have the following composition:

1. Vice Chancellor to be the Chairperson of the Selection Committee
2. An academician who is the nominee of the Visitor/Chancellor.
3. Three experts in the concerned subject/field, out of the list recommended by the Vice-Chancellor and approved by the Executive Council/Syndicate.
4. Dean of the Faculty.
5. Head/Chairperson of the Department.

Notifications: Specification of Degrees and other matters

At least four members, including two outside experts, must constitute the quorum.

For the post of Professor

The process of selection should involve inviting the biodata and reprints of three major publications of which one could be a book or research report, before the interview, and getting them assessed by the same three external experts who are to be invited for the interview. The assessment report must be placed before the Selection Committee. The composition of the Selection Committee for the post of a Professor will be the same as proposed for the post of a Reader.

It may be ensured that the process of selection in every case is transparent and credible.

In the case of posts of Readers and Professors in Colleges, besides the Chairperson Governing Body, the Principal of the College, and the Head of the Department, there will be two University representatives, one of whom will be the Dean of College or equivalent-position in the University, who will substitute the visitor's Nominee and the VC should be substituted by the VC's Nominee.

Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education, Registrars, Deputy Registrars, Assistant Registrars, Librarians, Deputy Librarians and Assistant Librarians shall be the same as that of Professor, Reader and Lecturer respectively, except that the concerned expert in Physical Education or Administration or Library Science, as the case may be, shall be associated with the Selection Committee.

For the Post of Principal

1. Chairperson of the Governing Board as Chairperson.
2. One member of the Governing Board to be nominated by the Chairperson.
3. Two Vice Chancellor's nominees, out of whom one should be an expert.
4. Three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Board) out of a panel of experts approved by the Vice Chancellor.

At least four members, including two experts, should constitute the quorum.

The process of selection should involve the following :

- a) Assessment of aptitude for teaching and research.
- b) Ability to communicate clearly and effectively.
- c) Ability to analyse and discuss.
- d) Optional: Ability to communicate may be assessed by requiring the candidate to participate in a group discussion or by exposure to a class room situation/lecture, wherever it is possible.

Leave Rules Recommended by the UGC for Teachers of the Universities/Colleges

1. Leave admissible to permanent teachers:

The following kinds of leave would be admissible to permanent teachers

- (i) Leave treated as duty, viz.;
Casual leave;
Special casual leave; and Duty leave
- (ii) Leave earned by duty, viz.;
Earned leave;
Half Pay leave; and
Commuted leave
- (iii) Leave not earned by duty, viz.;
Extraordinary leave; and
Leave not due
- (iv) Leave not debited to leave account -
 - (a) Leave for academic pursuits, viz.;
Study leave; and
Sabbatical leave/Academic leave
 - (b) Leave on grounds of health, viz.;
Maternity leave

Quarantine leave

The Executive Council/Syndicate may, in exceptional cases, grant for the reasons to be recorded, other kinds of leave, subject to such terms and conditions as it may deem fit to impose.

2. Casual Leave

- (i) Total casual leave granted to a teacher shall not exceed eight days in an academic year.
- (ii) Casual leave cannot be combined with any other kind of leave except special casual leave. It may be combined with holidays including Sundays. Holidays or Sundays falling within the period of casual leave shall not be counted as casual leave..

3. Special Casual Leave

- (i) Special casual leave, not exceeding ten days in an academic year, may be granted to a teacher:
 - (a) To conduct examination of a university/Public Service Commission/board of examination or other similar bodies/institutions; and
 - (b) To inspect academic institutions attached to a statutory board, etc.

NOTE:

- (i) In computing the ten days' leave admissible, the days of actual journey, if any, to and from the places where activities specified above, take place, will be excluded.
- (ii) In addition, special casual leave to the extent mentioned below may also be granted;
 - (a) to undergo sterilization operation (vasectomy or salpingectomy) under family welfare programme. Leave in this case will be restricted to six working days; and

Notifications: Specification of Degrees and other matters

- (b) to a female teacher who undergoes non-puerperal sterilization. Leave in this case will be restricted to fourteen days.
 - (iii) Special casual leave cannot be accumulated, nor can it be combined with any other kind of leave except casual leave. It may be granted in combination with holidays or vacation.
4. Duty Leave
- (i) Duty leave may be granted for :
 - (a) Attending conferences, congresses, symposia and seminars on behalf of the university or with the permission of the university;
 - (b) delivering lectures in institutions and universities at the invitation of such institutions or universities received by the university, and accepted by the Vice Chancellor;
 - (c) working in another Indian or foreign university, any other agency, institution or organisation, when so deputed by the university;
 - (d) participating in a delegation or working on a committee appointed by the Government of India, State Government, the University Grants Commission, a sister university or any other academic body, and (e) for performing any other duty for the university.
 - (ii) The duration of leave should be such as may be considered necessary by the sanctioning authority on each occasion;
 - (iii) The leave may be granted on full pay. Provided that if the teacher receives a fellowship or honorarium or any other financial assistance beyond the amount needed for normal expenses, he/she may be sanctioned duty leave on reduced pay and allowances; and
 - (iv) Duty leave may be combined with earned leave, half pay leave or extraordinary leave.
5. Earned Leave
- (i) Earned leave admissible to a teacher shall be :
 - (a) 1130th of actual service including vacation; plus
 - (b) 1/3rd of the period, if any, during which he/she is required to perform duty during vacation.

NOTE:

For purposes of computation of period of actual service, alt periods of leave except casual, special casual and duty leave shall be excluded.

- (ii) Earned leave at the credit of a teacher shall not accumulate beyond 300 days. The maximum earned leave that may be sanctioned at a time shall not exceed 60 days.. Earned leave exceeding 60 days may, however, be sanctioned in the case Of higher study, or training, or leave with medical certificate, or when the entire leave, or a portion thereof, is spent outside India.

Note - 1.

When a teacher combines vacation with earned leave, the period of vacation shall be reckoned as leave in calculating the maximum amount of leave on average pay which may be included in the particular period of leave..

Note - 2.

In case where only a portion of the leave is spent outside India, the grant of leave in excess of 120 days shall be subject to the condition that the portion of the leave spent in India shall not in the aggregate exceed 120

Note - 3.

Encashment of earned leave shall be allowed to non. vacation members of the teaching staff as applicable to the employees of Central/State Governments.

6. Half-pay Leave

Half-pay leave admissible to a permanent teacher shall be 20 days for each completed year of service. Such leave may be granted on the basis of medical certificate from a registered medical practitioner, for private affairs or for academic purposes.

NOTE:

A “completed year of service” means continuous service of specified duration under the university and includes periods of absence from duty as well as leave including extraordinary leave.

7. Commuted Leave

Commuted leave, not exceeding half the amount of half pay leave due, may be granted on the basis of medical certificate from a registered medical practitioner to a permanent teacher subject to the following conditions:

- (i) Commuted leave during the entire service shall be limited to a maximum of 240 days;
- (ii) When commuted leave is granted, twice the amount of such leave shall be debited against the half-pay leave-due; and
- (iii) The total duration of- earned leave and commuted leave taken in conjunction shall not exceed 240 days at a time. Provided that no commuted leave shall be granted under these rules unless the authority competent to sanction leave has reason to believe that the teacher will return to duty on its expiry.

B. Extraordinary Leave

- (i) A permanent teacher may be granted extraordinary leave when:
 - (a) No other leave is admissible; or
 - (b) No other leave is admissible and the teacher applies in writing for the grant of extraordinary leave.
- (ii) Extraordinary leave shall always be without pay and allowances. Extraordinary leave shall not count for increment except in the following cases:
 - (a) Leave taken on the basis of medical certificates;
 - (b) Cases where the Vice Chancellor/Principal is satisfied that the leave was taken due to causes beyond the control of the teacher, such as inability to join or rejoin duty due to civil commotion or a natural calamity, provided the teacher has no other kind of leave to his credit;
 - (c) Leave taken for pursuing higher studies; and
 - (d) Leave granted to accept an invitation to a teaching post or fellowship or research-cum- teaching post or on assignment for technical or academic work of importance.

- (iii) Extraordinary. leave may be combined with any other leave except casual leave and special casual leave, provided that the total period of continuous absence from duty on leave (including periods of vacation when such vacation is taken in conjunction with leave) shall not exceed three years except in cases where leave is taken on medical certificate. The total period of absence from duty shall in no case exceed five years in the full working life of the individual.
- (iv) The authority empowered to grant leave may commute retrospectively periods of absence without leave into extraordinary leave. .

9. Leave Not Due

- (i) Leave not due, may, at the discretion of the Vice Chancellor/ Principal, be granted to a permanent teacher for a period not exceeding 360 days during the entire period of service, out of which not more than 90 days at a time and 180 days in all may be otherwise than on medical certificate. Such leave shall be debited against the half-pay leave earned by him/her subsequently.
- (ii) 'Leave not due' shall not be granted unless the Vice Chancellor/Principal is satisfied that as far as can reasonably be foreseen, the teacher will return to duty on the expiry of the leave and earn the leave granted.
- (iii) A teacher to whom 'leave not due' is granted shall not be permitted to tender his/he resignation from service so long as the debit balance in his/her leave account is not wiped off by active service, or he/she refunds the amount paid to him/her as pay and allowances for the period not so earned. In a case where retirement is unavoidable on account of reason of ill health, incapacitating the teacher for further service, refund of leave salary for the period of leave still to be earned may be waived by the Executive Council.

Provided further that the Executive Council may, in any other exceptional case waive, for reasons to be recorded, the refund of leave salary for the period of leave still to be earned.

10. Study Leave

- (i) Study leave may be granted after a minimum of 8 years of continuous service, to pursue a special line of study or research directly related to his/her work in the university or to make a special study of the various aspects of university organisation and methods of education. The period of study leave should be for 3 years, but 2 years may be given in the first instance, extendable by one more years, if there is adequate progress as reported by the Research Guide. Care should be taken that the number of teachers given study leave, does not exceed the stipulated percentage of teachers in any department. Provided that the Executive Council/Syndicate may, in the special circumstances of a case, waive the condition of three years service being continuous.

Explanation: In computing the length of service, the time during which a person was on probation or engaged as a research assistant may be reckoned provided -

- (a) the person is a teacher on the date of the application; and
- (b) there is no break in service.
- (ii) Study leave shall be granted by the Executive Council/Syndicate on the recommendation of the concerned Head of the Department. The leave shall not be granted for more than three years in one spell, save in very exceptional cases in which the Executive Council/Syndicate is satisfied that such extension is unavoidable on academic grounds

and necessary in the interest of the university.

- (iii) Study leave shall not be granted to a teacher who is due to retire within five years of the date on which he/she is expected to return to duty after the expiry of study leave.
- (iv) Study leave may be granted not more than twice during one's career. However, the maximum of Study leave admissible during the entire service should not exceed five years.
- (v) No teacher who has been granted study leave shall be permitted to alter substantially the course of study or the programme of research without the permission of the Executive Council/Syndicate. When the course of study falls short of study leave sanctioned, the teacher shall resume duty on the conclusion of the course of study unless the previous approval of the Executive Council/Syndicate to treat the period of Shortfall as ordinary leave has been obtained.
- (vi) (a) Subject to the provisions of sub-clauses (vii) and (viii) below, study leave may be granted on full pay up to two years extendable by one year at the discretion of the university.
- (vii) The amount of scholarship, fellowship or other financial assistance that a teacher, granted study leave, has been awarded will not preclude his/her being granted study leave with pay and allowances but the scholarship, etc., so received shall be taken into account in determining the pay and allowance on which the study leave may be granted. The Foreign scholarship/fellowship would be offset against pay only if the fellowship is above a specified amount, which is to be determined from time to time, based on the cost of living for a family in the country in which the study is to be undertaken. In the case of an Indian fellowship, which exceeds the salary of the teacher, the salary would be forfeited.
- (viii) Subject to the maximum period of absence from duty on leave not exceeding three years, study leave may be combined with earned leave, half-pay leave, extraordinary leave or vacation, provided that the earned leave at the credit of the teacher shall be availed or at the discretion of the teacher. A teacher who is selected to a higher post during study leave, will be placed in that position and get the higher scale only after joining the post.
- (ix) A teacher granted study leave shall on his/her return and re-joining the service of the university may be eligible to the benefit Of the annual increment(s) which he/she would have earned in the course of time if he/she had not proceeded on study leave. No teacher shall however, be eligible to receive arrears of increments.
- (x) Study leave shall count as service for pension/contributory provident fund, provided the teacher joins the university on the expiry of his/her study leave.
- (xi) Study leave granted to a teacher shall be deemed to be cancelled in case it is not availed of within 12 months of its sanction.

Provided that where study leave granted has been so cancelled, he teacher may apply again for such leave.
- (xii) A teacher availing himself/herself of study leave shall undertake that he/she shall serve the university for a continuous period of at least three years to be calculated from the date of his/her, resuming duty after expiry of the study leave.

- (xiii) After the leave has been sanctioned, the teacher shall, before availing himself/herself of the leave, execute a bond in favour of the university, binding himself/herself for the due fulfilment of the conditions laid down in sub-clause (xiii) and (xiv) above and give security of immovable property to the satisfaction of the Finance Officer/Treasurer or a fidelity bond of an insurance company or a guarantee by a scheduled bank or furnish security of two permanent teachers for the amount which might become refundable to the university in accordance with sub-clause (xiv) above.
- (xiv) The teacher shall submit to the Registrar, six monthly reports of progress in his/her studies from his/her supervisor or the Head of the Institution. This report shall reach the Registrar within one month of the expiry of every six months of the study leave. If the report does not reach the Registrar within the specified time, the payment of leave salary may be deferred till the receipt of such report.

11. Sabbatical Leave/Academic Leave

- (i) Permanent, whole-time teachers of the university who have completed seven years of service as Lecturer Selection Grade/Reader or Professor, may be granted sabbatical leave to undertake study or research or other academic pursuit solely for the object of increasing their proficiency and usefulness to the university and higher education system.
- (ii) The duration of leave shall not exceed one year at a time and two years in the entire career of a teacher.
- (iii) A teacher who has availed himself/herself of study leave; would not be entitled to the sabbatical leave. .

Provided further that sabbatical leave shall not be granted until after the expiry of five years from the date of the teacher's return from previous study leave or any other kind of training programme.

- (iv) A teacher shall, during the period of sabbatical leave, be paid full pay and allowances (subject to the prescribed conditions being fulfilled) at the rates applicable to him/her immediately prior to his/her proceeding on sabbatical leave.
- (v) A teacher on sabbatical leave shall not take up during the period of that leave, any regular appointment under another organisation in India or abroad. He/she may, however, be allowed to accept a fellowship or a research scholarship or ad hoc teaching and research assignment with honorarium or any other form of assistance, other than regular employment in an institution of advanced studies, provided that in such cases the Executive Council/Syndicate may, if it so desires. sanction sabbatical leave on reduced pay and allowances.
- (vi) During the period of sabbatical leave, the teacher shall be allowed to draw the increment on the due date. The period of leave shall also count as service for purposes of pension/contributory provident fund, provided that the teacher rejoins the university on the expiry of his/her leave.

NOTE- I: The programme to be followed during sabbatical leave shall be submitted to the university for approval along with the application for grant of leave.

NOTE- II: On return from leave, the teacher shall report to the university the nature of studies, research. or other work undertaken during the period of leave.

12. Maternity Leave

- (i) Maternity leave on full pay may be granted to a woman teacher a period not exceeding 135 days, to be availed of twice in the entire career. Maternity leave may also be granted in case of miscarriage including abortion, subject to the condition that the total leave granted in respect of this to a woman teacher in her career is not more than 45 days, and the application for leave is supported by a medical certificate.
- (ii) Maternity leave may be combined with earned leave, half pay leave or extraordinary leave but any leave applied for in continuation of maternity leave may be granted if the request is supported by a medical certificate.

Paternity Leave

Paternity leave of 15 days may be granted to male teachers during the confinement of their wives, provided, the limit is up to two children.

Adoption leave

Adoption leave may be provided as per the rules of the Central Government.

Duty leave

Duty leave should be given also for attending meetings in me UGC,DST etc. Where a teacher invited to share expertise with academic bodies, government or NGO.

Notifications: Specification of Degrees and other matters

Date : 3 June, 1999

Sub : Revision of honorarium to be paid to Guest/Part Time Teachers in the Universities and Colleges — Regarding.

Sir/Madam,

Please refer to this office circular No.F.2-9/97(PS) dated 17.4.99 wherein a reference of UGC's letter No.F.15-7/88(CPP) dated 14.3.98 was made. The date 14.3.98 mentioned above was a typographical error, which may be read as 14.3.88.

Yours faithfully
(Dr. (Mrs.) Pankaj Mittal)

Date : 21 March, 1999

The Registrar

Sub : Appointment of Guest Faculty in Place of Part - Time Teachers.

Sir,

In continuation to the UGC's circular of even number dated 17.4.99 and 3.6.99 on the subject cited above, I am to inform you that the Commission considered that draft guidelines in its meeting held on 27th January, 2000 and resolved that it was not in favour of a separate cadre of part-time teachers. The Commission decided that no new part-time teachers be appointed and wherever required Guest Faculty could be appointed on per lecture basis. The Commission further decided to enhance the amount of honorarium from Rs. 150/- to Rs.250/- per lecture for Guest Teachers.

Yours faithfully

(Dr. (Mrs.) Pankaj Mittal)

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI**

No. F -2-9/97 (PS)

Date : 27 March, 2001

The Registrar
(All Universities)

The Education Secretaries (All States.)

The Joint Secretaries
(All Regional Offices of UGC)

Sub : Appointment of Guest Faculty in place of Part - Time Teachers — payment on per lecture basis.

Sir/Madam,

In continuation to the UGC's circular of even number dated 17.4.99 and 3.6.99 and 21.3.2000 on the subject cited above, I am to inform you that Commission considered the draft guidelines in its meeting held on 27th January, 2000 and resolve that it was not in favour of a separate cadre of part time teachers. The Commission decided that no new part time teachers be appointed and wherever required Guest Faculty could be appointed on per lecture basis. The Commission further decided to enhance the amount of honorarium from IQs. 150/- to Rs.250/., per lecture for Guest Lecturer with a ceiling of Rs.3000/e per month.

Yours faithfully

(Dr. (Mrs.) Pankaj Mital)

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI

No. F. 7-1/2001 (PS)

Date : 5 August, 2001

The Registrar
All Universities)

The Education Secretaries
(All States)As per fist enclosed

The Joint Secretaries
(All Regional Offices of UGC)

Sub : Honorary for Guest Faculty.

Sir/Madam,

In continuation to the UGC's circular No.F.2-9/97(PS) dated 17.4.99, 3.6.99, 21.3.2000 and 27.3.2001 on the subject cited above. I am to inform you that the Commission has decided to enhance the amount of honorarium from Bus. 150/- to Rs.250/- per lecture for Guest Lecturers with a ceiling of Rs.5000/- (Five thousand only) per month in place of earlier Rs.3000/- per month.

Yours-faithfully

(Dr. (Mrs.) Pankaj Mittal)

Joint Secretary

Notifications: Specification of Degrees and other matters

The Registrar

Date : 5 October, 2000

Sir/Madam,

The Commission in its meeting held on 16th August, 2000 discussed the matter regarding UGC Regulations relating to promotion from Reader to the post of Professor and decided as under :-
“The Commission decided that 8 years service as Reader in the scale of Rs. 3700-5700 (revised Rs. 12, 000-18,300) must remain the minimum eligibility for consideration of promotion from Reader to the post of Professor under Career Advancement Scheme. “

This is for your information & necessary action.

Yours faithfully

(Dr. (Mrs.) Pankaj Mittal)

Deputy Secretary

D.O. No. F-3-3/2000 (PS)

21 February, 2002

Dear Sir/Madam,

The Commission at its meeting held on 18.1. 2002 considered the modification in the procedure for promotion of Reader to Professor under the Career Advancement Scheme in University Departments.

The Commission RESOLVED that the following criteria and terms must be adhered to in selecting a candidate for promotion from Reader to Professor under Career

Advancement Scheme in University departments:-

- that a minimum of 8 years experience as a Reader be an eligibility.
- that the professor already appointed under direct recruitment be not eligible
- that self-appraisal report for the period including five years before the date of eligibility be submitted;
- that minimum of five research publications out of which two could be the books be submitted for evaluation/ assessment before the interviews.
- that the assessment of the research publications, including books, be done by three eminent experts in the subject which shall be different than those called for interview to be conducted later on.
- that all the recommendations be positive from the three experts. In case the recommendation of one out of the three is negative the research publications be sent to the fourth expert for evaluation and assessment in all, there has to be a minimum of three positive recommendations out of the total of four experts, in case the fourth expert has participated in the exercise due to one negative report out of the initially three experts involved in evaluation.
that there be a separate column in the evaluation report of the expert saying whether the research publications and books are recommended or not recommended.
- that the University be permitted to hold the interview for promotion under CAS only for those candidates who have cleared by obtaining minimum of three positive recommendations from the experts on their research publications/books;
- that then after the interview be conducted inviting three experts of the concerned subject making sure that these experts be different than those who had assessed and evaluated the research publications;
- that repeat process of promotion/interview for the rejected candidates can be conducted only after a minimum period of one year from the date of promotion process/interview in which the candidate was rejected;
- that the promotion from Reader to Professor under CAS being a personal position and not against a sanctioned post, the teaching work-load of the Reader be carried forward with him/her and be undertaken by the promotee even in the capacity of the CAS Professor;
- that the aforesaid communication be communicated to all the Universities for immediate compliance with effect from March 1, 2002.

This is for your information & necessary action

Yours faithfully

(Dr. (Mrs.) Pankaj Mittal)

Notifications: Specification of Degrees and other matters

D.O. No. 3-3/2000(PS)

Dear Sir/Madam,

8th July, 2003

I am directed to inform you that the research publications to be assessed by the experts for promotion of Readers to Professors shall pertain to the period between his/her appointment as Reader and the date he/she becomes eligible for promotion as Professor. If on the date of eligibility the candidate did not have required number of publications, his/her date of eligibility be shifted to the date he/she becomes eligible after fulfilling all requirement.

Yours faithfully

(Pankaj Mittal)

Vice Chancellors of ail Universities and

All State Education Secretaries

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI

F -3-1/2000 (PS)P/H

Date : October 17, 2002

The Registrar

(All Universities/State Education Secretaries/ Secretary, WHRD, Delhi/Regional Offices.

Sir/Madam,

In continuation to this office letters D.O.No,F.3-1/2000(PS) dated 4.4.2000 and No.F.1-1/2002(PS)/Exemp dated 31.7.2002 vide which the UGC Regulations on minimum qualifications for appointment and Career Advancement o Teachers in Universities and Colleges were issued, it is further to inform you that the Commission has decided to grant relaxation of 5% (from 55% to 50%) of marks at the Master's level to the Physically and visually handicapped persons in appointments as Lecturer in the Universities and Colleges.

This may also be brought to the notice of the Institutions/Colleges affiliated to your University.

Yours faithfully

(Dr K.P. Singh)
Deputy Secretary

**UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG NEW DELHI**

Dr. R.P. Gangurde

30.06.99

Additional Secretary

D.O.F.: 11-4/92/CPP-II

Sub: Regarding validity of one sitting Degree from the recognised universities

Sir/Ma'am

A number of representations/ complaints were received from various persons/students regarding non-recognition of one sitting Degree by the universities for the purposes of Higher studies and employment. As already intimated by U.G.C vide its letter of even no. dated 14.03.1997, that the candidates who have completed their B.A. under one sitting during the year 1998-1999 may be treated as valid. The degree of the candidates declared valid may be treated at par with other degrees of the universities for all purposes including admission to Higher degrees and employment. Any university violating this decision would be viewed seriously by the commission.

This is for your information and necessary action

Yours Sincerely
(R.P. Gangurde)

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI**

NOTIFICATION

SPECIFICATION OF DEGREES

No.F.1-52/97 (CPP-II)

In exercise of the powers conferred by Sub-Section (3) of Section 22 of the University Grants Commission Act, 1956 (3 of 1956) as modified upto December, 1985 and in supersession of Gazette Notification No.F.87-9/58 (CUP) dated 1.12.58, F.33-72/59 (CUP) dated 17.11.1960, F.33-87/63 (CUP) dated 6.6.1964, F.33-87/63 (CUP) dated 27.4.1966 and F.1-59/66 (CDN) dated 18.6.1968, F.1- 59/66 (CDN) dated 17.2.1969, F.1-59/66 (CDN) dated 22.12.1969, F.1-59/66 (CDN) dated 26.2.1971, F.1-59/66 (CDN) dated 15.11.1973, 1-59/66 (CDN/CP) dated 18.07.1975 and F.1-52/97 (CPP-II) dated 24.06.1999, F.1-52/2000 (CPP II) dated 21.11.2001 and F.1-52/97 (CPP-II) dated 03.10.2002, the University Grants Commission (UGC) with the approval of the Central Government hereby specifies the nomenclature of degrees for the purposes of the said section as also the mandatory requirements viz. minimum essential academic inputs required for awarding such degrees.

Specification of Degree:

1. No University shall confer a degree in violation to the provisions of this notification. It shall be mandatory for the Universities to adhere to the approved nomenclature of the degree(s) and ensure the observance of the minimum standards of instruction before award of a degree as hereinafter prescribed. Academic collaborations with the foreign Universities for the grant of any degree/ diploma/ certificate shall also require prior approval of the commission as hereinafter prescribed.
2. The consolidated list of UGC approved nomenclature of degree(s) for the purpose of Section 22 (3) of the University Grants Commission Act, 1956 is enclosed as Annexure. The approved nomenclature may be followed by the specific area of specialization to be reflected in the parentheses.
3. This list shall be reviewed and updated by the UGC from time to time under intimation to all the universities. If a university wishes to start a new course it shall approach the UGC for its approval six months prior to starting the degree programme.
4. The courses of study prescribed for the degree should have been formally approved by the respective academic bodies of the university / institution, such as _ Board of Studies, Academic Council and Governing Council.
5. All the universities (including affiliated colleges thereto) shall observe the minimum standards of instruction and prescribed norms for the grant of a degree which shall be imparted by the duly qualified teaching staff and appropriate academic physical infrastructure facilities as prescribed by the concerned statutory / regulating bodies, such as University Grants Commission (UGC), All India Council for Technical Education (AICTE), Medical Council of India (MCI), Pharmacy Council of India (PCI), Council for Architecture (CoA), Bar Council of India (BCI), National Council for Teachers Education (NCTE), Dental Council of India (DCI), Indian Nursing Council (INC) etc. in their respective notifications/ regulations.
6. The list of UGC approved degrees offered by a University and the minimum standards of instruction and norms prescribed as laid down by the concerned statutory / regulatory bodies shall be prominently published in the admission brochure of concerned University / affiliated College.

Notifications: Specification of Degrees and other matters

7. Each University shall furnish information relating to the conformity to the above standards of instructions (including its affiliated colleges) to the UGC in the form prescribed from time to time for this purpose
8. The UGC may cause periodic inspection of the University and its affiliated colleges including extension/ regional/ study centers and such other facilities offering the courses leading to a degree.
9. After such inspection, the UGC may give reasonable opportunity to the defaulting University / affiliated colleges to rectify the identified deficiency/ non conformity.
10. To safeguard the interest of the students, it would be mandatory for a University or any college affiliated to it to seek prior approval of the University Grants Commission before entering into any academic collaboration such as franchise, study centre tie-up or the twinning arrangement etc. with any foreign university leading to award of any degree / diploma / certificate. It would be the responsibility of the concerned University / affiliated College to ensure that such a degree/ diploma / certificate has been duly specified and notified by the commission before admitting the students to programs leading to such degree / diploma / certificate.

Existing Academic collaborations, if any, shall be reported by the respective University (inclusive of affiliated colleges) to the commission in the form prescribed for this purpose within six months of the issue of this notification.

11. Consequences of failure of Universities to comply with these specifications:

- 11.1. The defaulting University / Affiliated College shall be prohibited from offering any course for the award of unspecified degree.
- 11.2. Any degree awarded in contravention to this notification shall be deemed to be an unspecified degree and shall be declared as such by the UGC after duly satisfying itself as to the violation of this notification. The UGC shall give due publicity regarding the defaulting Universities/ colleges and unspecified degrees offered by them for the information of the general public.
- 11.3. It shall be the responsibility of the respective University to keep a watch over the observance of prescribed norms by itself and by the affiliated colleges and disaffiliate the defaulting colleges to the extent of violations.
- 11.4. The UGC shall forward a copy of the order made under the sub-section to the university concerned, and on and from the date of receipt of a copy of such order by the university, the affiliation of such an institution, so far as it relates to the course of study specified in such order, shall stand terminated. On and from the date of termination of such affiliation, and for the period of three years thereafter, approval shall not be granted to that institution to start such or similar degree or post-graduate degree programme.
- 11.5. Contravention of the provisions relating to the specification of degrees as above shall also render the defaulting university and affiliated colleges liable for action as prescribed under Section 24 of the UGC Act.

(Prof. Ved Prakash)

Secretary

THE DEGREES SPECIFIED BY THE UGC UNDER SECTION 22 OF THE UGC ACT TILL 21st AUGUST, 2003

S. No.	Abbreviation of Degree	Expansion of Degree
1	Acharya	Acharya
2	Alankar	Alankar
3	AMBS	Ayurvedacharya Bachelor of Medicine & Surgery
4	Anu Parangat	M.Phil
5	Ayurveda Vachaspati	Ph.D. In Ayurveda
6	Ayurvedacharya	Ayurvedacharya
7	B. Arch.	Bachelor of Architecture
8	B.A. B.Ed.	Bachelor of Arts and Bachelor of Education
9	B. Agri.	Bachelor of Agriculture
10	B.Ch.E.	Bachelor of Chemical Engg.
11	B.Chem. Tech	Bachelor of Chemical Technology
12	B.com	Bachelor of Commerce
13	B.Com. B.Ed	Bachelor of Commerce and Bachelor of Education
14	B.Dance	Bachelor of Dance
15	B.Ed	Bachelor of Education
16	B.Pharm (Ayu.)	Bachelor of Ayurved in Pharmacy
17	B.Pharm.	Bachelor of Pharmacy
18	B.S.Sc.	Bachelor of Sanitary Science
19	B.Sc.	Bachelor of Science
20	B.Sc. B.Ed.	Bachelor of Science and Bachelor of Education
21	B.Sc.(Nursing)	Bachelor of Science in Nursing
22	B.Sc.(Sericulture)	Bachelor of Science in Sericulture
23	B.Stat.	Bachelor of Statistics
24	B.Tech.	Bachelor of Technology
25	B.Tel.E.	Bachelor of Telecommunication Engg.
26	B.Text	Bachelor of Textiles
27	B.V.Sc.	Bachelor of Veterinary Science
28	B.V.Sc. & A.H	Bachelor of Veterinary Science and Animal Husbandry
29	BA	Bachelor of Arts
30	B. Lib. Sc.	Bachelor of Library Science
31	BAM	Bachelor of Ayurvedic Medicine
32	BAMS	Bachelor of Ayurvedic Medicine & Surgery
33	BBA	Bachelor of Business Administration
34	BBM	Bachelor of Business Management
35	BCA	Bachelor of Computer Applications
36	BCE	Bachelor of Civil Engineering
37	BCL	Bachelor of Civil Law
38	BDS	Bachelor of Dental Surgery

Notifications: Specification of Degrees and other matters

39	BE	Bachelor of Engineering
40	BEE	Bachelor of Electrical Engg.
41	BFA	Bachelor of Fine Arts
42	BFSc	Bachelor of Fisheries Science
43	BGL	Bachelor of General Law
44	Bhasha Parveena	Bhasha Parveena
45	BHMS	Bachelor of Homeopathic Medicine & Surgery
46	BIM	Bachelor of Indian Medicine
47	BJ	Bachelor of Journalism
48	BL	Bachelor of Law or Laws
49	B.Lib.I.Sc.	Bachelor of Library and information Science
50	B.Litt.	Bachelor of Literature
51	BMBS	Bachelor of Medicine and Bachelor of Surgery
52	BME	Bachelor of Mechanical Engineering
53	B.Mus	Bachelor of Music
54	B.Nat (Ayu)	Bachelor of Ayurved in Naturopathy
55	B.Nurs.	Bachelor of Nursing
56	BOL	Bachelor of Oriental Learning
57	BOT	Bachelor of Occupational Therapy
58	BPA	Bachelor of Performing Arts
59	BPED	Bachelor of Physical Education
60	B.P.E.	Bachelor of Physical Education
61	BPP	Bachelor of Physical Planning
62	BPS	Bachelor of Professional Studies
63	BPT	Bachelor of Physiotherapy
64	BSMS	Bachelor of Sridhar Medicine & Surgery
65	BSW	Bachelor of Social Work
66	BT	Bachelor of Training
67	D.Ay. M.	Doctor of Ayurvedic Medicine
68	D.Ed.	Doctor of Education
69	D.Eng.	Doctor of Engineering
70	D.HV.	Doctor of Hygiene
71	D.Litt.	Doctor of Literature
72	D.Mus.	Doctor of Music
73	Ph.D.	Doctor of Philosophy
74	D.Sc.	Doctor of Science
75	DL	Doctor of Law
76	D.M.	Doctor of Medicine (in Cardiology)
77	DOL	Doctor of Oriental Learning
78	Granthalaya	Granthalaya
79	Hindi Shiksha Visharad	Hindi Shiksha Visharad

80	LLB	Bachelor of Law or Laws
81	LLD	Doctor of Laws
82	LLM	Master of Law or Laws
83	M.Arch.	Master of Architecture
84	M.Ch.	Master of Chirurgiae
85	M.Ch.E.	Master of Chemical Engg.
86	M.Com	Master of Commerce
87	M.Dance	Master of Dance
88	M.Ed.	Master of Education
89	M.Ind.	Master of Indology
90	M.Lib.Sc.	Master of Library Science
91	M.Litt	Master of Literature Master of Letters
92	M.Mus	Master of Music
93	M.Pharm.	Master of Pharmacy
94	M.Phil	Master of Philosophy
95	M.Plan	Master of Planning
96	MPE	Master of Physical Education
97	M.Sc.	Master of Science
98	M.Stat.	Master of Statistics
99	M.Tech.	Master of Technology
100	M.Text	Master of Textiles
101	M.V.Sc	Master of Veterinary Sciences
102	MA	Master of Arts
103	MBA	Master of Business Administration
104	MBBS	Bachelor of Medicine and Bachelor of Surgery
105	MCA	Master of Computer Application
106	M.D.	Doctor of Medicine
107	MDS	Master of Dental Surgery
108	ME	Master of Engineering
109	MEE	Master of Electrical Engineering
110	MF.Sc.	Master of Fishery Science
111	MFA	Master of Fine Arts
112	MJ	Master of Journalism
113	ML	Master of Laws
114	MLISc.	Master of Library and Information Science
115	MME	Master of Mechanical Engineering
116	MO	Master of Obstetrics or Master of Obstetrics and Gynaecology
117	MOL	Master of Oriental Learning
118	MPed.	Master of Physical Education
119	MPA	Master of Performing Arts
120	MPS	Master of Population Studies

Notifications: Specification of Degrees and other matters

121	MPT	Master of Physiotherapy
122	MS	Master of Surgery
123	MAMS	Master of Ayurveda in Medicine and Surgery
124	MSW	Master of Social Work
125	MUMS	Master of Unani Medicine & Surgery
126	Parangat	Parangat
127	D.Phil.	Doctor of Philosophy
128	Samaj Karya Parangat	Samaj Karya Parangat
129	Samaj Vidya Parangat	Samaj Vidya Parangat
130	Samaj Vidya Visharad	Samaj Vidya Visharad
131	Shastri	Shastri
132	Shiksha Acharya	Shiksha Acharya
133	Shiksha Parangat	Shiksha Parangat
134	Shiksha Shastri	Shiksha Shastri
135	Shiksha Visharad	Shiksha Visharad
136	Vachaspati	Vachaspati
137	Vidya Nishnanat	Vidya Nishnanat
138	Vidya Praveena	Vidya Praveena
139	Vidya Vachaspati	Vidya Vachaspati
140	Vidya Varidhi	Vidya Varidhi
141	Vidyalankar	Vidyalankar
142	Visharad	Visharad

(Prof. Ved Prakash)

Secretary

UNIVERSITY GRANTS COMMISSION
New Delhi-110002,

October 2004

No.F.1-10/2004 (CPP-II)---in exercise of the powers conferred by Sub-section (3) of Section 22 of the UGC Act, 1956 (3 of 1956) as modified upto Dec, 1985 and in continuation of Gazette Notification No.F.1-52/97-(CPP-II) dated 31.01.2004, the University Grants Commission with the approval of the Central Government hereby specifies the following additional degrees for the purposes of the said Section :-

1. **M.Sc. B.Ed. - 5 year integrated course**
2. **B.A. LL.B. – 5 year integrated course**

Prof. Ved prakash
Secy.

**UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG NEW DELHI-110002**

No. F. 1-10/2004(CPP-II) Pt.-III.

5th October 2006

In exercise of the powers conferred by Sub-Section (3) of Section 22 of the UGC Act, 1956(3 of 1956) as modified up to Dec., 1985 and in Continuation of Notification No 1-5/97 (CPP-II) published in the Gazette of India on 31-01/2004, the University Grants Commission with the approval of the Central Government hereby de-specifies the following degrees which were published in Gazette of India for the purposes of the said section.

S. No.	Abbreviation of Degrees	Explanation of Degree
1.	AMBS	Ayurvedacharya Bachelor of Medicine and Surgery
2.	B.S. Sc.	Bachelor of Sanitary Science
3.	Bhasha Parveena	Bhasha Parveena
4.	BPP	Bachelor of Physical Planning
5.	BT	Bachelor of Training
6.	D.Ay.M.	Doctor of Ayurvedic Medicine
7.	DHV	Doctor of Hygiene
8.	Granthalaya	Granthalaya

Dr. T. R. KEM
Secretary

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The Degree Specified by the UGC under Section 22 of the UGC Act.

S. No.	Abbreviation of Degree	Explanation of Degree
1	Acharya	Acharya
2	Alankar	Alankar
3	Anu Parangat	M. Phill
4	Ayurveda Vaichaspati	Ph.d in Ayurveda
5	Ayurvedacharya	Ayurvedacharya
6	B. Arch.	Bachelor of Architecture
7	BA B.Ed	Bachelor of Arts and Bachelor of Education
8	B. Agri	Bachelor of Agriculture
9	B.Ch. E.	Bachelor of Chemical Engg.
10	B. Chem. Tech	Bachelor of Chemical Technology
11	B. Com	Bachelor of Commerce
12	B. Com B.Ed	Bachelor of Commerce and Bachelor of Education
13	B. Dance	Bachelor of Dance
14	B. Ed	Bachelor of Education
15	B. Pharma (Ayu.)	Bachelor of Ayurved in Pharmacy
16	B. Pharma	Bachelor of Pharmacy
17	B. Sc.	Bachelor of Science
18	B.Sc. B. Ed	Bachelor of Science and Bachelor of Education
19	B.Sc. (Nursing)	Bachelor of Science in Nursing
20	B. Sc (Sericulture)	Bachelor of Science in sericulture
21	B. Stat.	Bachelor of Statistics
22	B. Tech.	Bachelor of Technology
23	B. Text	Bachelor of Textile
24	B. V. Sc.	Bachelor of Veterinary Science
25	B. V. Sc. & A. H	Bachelor of Veterinary Science and Animal Husbandry
26	B. Tele.	Bachelor of Telecommunication Engg.
27	BA	Bachelor of Arts
28	B. Lib. Sc.	Bachelor of Library Science
29	BA. LLB	(5yrs. Integrated course)
30	BAM	Bachelor of Ayurvedic Medicine
31	BAMA	Bachelor of Ayurvedic Medicine & Surgery
32	BBA	Bachelor of Business Administration
33	BBM	Bachelor of Business Management
34	BCA	Bachelor of Computer Applications
35	BCE	Bachelor of Civil Engineering
36	BCL	Bachelor of Civil Law

Notifications: Specification of Degrees and other matters

37	BDS	Bachelor of Dental Surgery
38	BE	Bachelor of Engineering
39	BEE	Bachelor of Electrical Engg.
40	BFA	Bachelor of Fine Arts
41	BF Sc.	Bachelor of Fisheries Science
42	BGL	Bachelor of General Law
43	BHMS	Bachelor of Homeopathic Medicine and Surgery
44	BIM	Bachelor of Indian Medicine
45	BJ	Bachelor of Journalism
46	BL	Bachelor of Law Draws
47	B. Lib. I. Sc	Bachelor of Library and Information Science
48	B. Litt	Bachelor of Literature
49	BMBS	Bachelor of Medicine and Bachelor of Surgery
50	BME	Bachelor of mechanical Engineering
51	B. Mus.	Bachelor of Music
52	B. Nat. (Ayu)	Bachelor of Ayurved in Naturopathy
53	B. Nat. (Yogic Science)	Bachelor of Naturopathy and Yogic Science
54	B. Nurs.	Bachelor of Nursing
55	BoL	Bachelor of Oriental Learning
56	BOT	Bachelor of Occupational Therapy
57	BPA	Bachelor of performing Arts
58	BPEd.	Bachelor of Physical Education
59	BPE	Bachelor of Physical Education
60	BPS	Bachelor of Professional Studies
61	BPT	Bachelor of Physiotherapy
62	BSMS	Bachelor of Sridhar Medicine and Surgery
63	BSW	Bachelor of Social Work
64	D. Ed	Doctor of Education
65	D. Engg.	Doctor of Engineering
66	D. Litt.	Doctor of Literature
67	D. Mus.	Doctor of Music
68	D. Phill.	Doctor of Philosophy
69	D. Sc.	Doctor of Science
70	DL	Doctor of Law
71	DM	Doctor of Medicine (in Cardiology)
72	DOL	Doctor of Oriental Learning
73	Hindi Shiksha Visharad	Hindi Shiksha Visharad
74	LLB	Bachelor of Law or Laws
75	LLD	Doctor of Laws
76	LLM	Master of Law or Laws

77	M. Arch.	Master of Architecture
78	M. Ch.	Master of Chirurgiae
79	M. Ch. E.	Master of Chemical Engg.
80	M. Com	Master of Commerce
81	M. Dance	Master of Dance
82	M. Ed	Master of Education
83	M. Ind.	Master of Indology
84	M. Lib. Sc.	Master of Library Science
85	M. Litt	Master of Literature or Master of Letters
86	M. Mus	Master of Music
87	M. Pharm.	Master of Pharmacy
88	M. Phil	Master of Philosophy
89	M. Plan	Master of Planning
90	M. Sc.	Master of Science
91	M. Sc. B. Ed.	(5 yrs. Integrated Course)
92	M. Stat.	Master of Statistics
93	M. Tech.	Master of Technology
94	M. Text.	Master of Textile
95	M. V. Sc	Master of Veterinary Sciences
96	MA	Master of Arts
97	MBA	Master of Business Administration
98	MBBS	Bachelor of Medicine and Bachelor of Surgery
99	MCA	Master of Computer Applications
100	MD	Doctor of Medicine
101	MDS	Master of Dental Surgery
102	ME	Master of Engineering
103	MEE	Master of Electrical Engineering
104	MF.Sc	Master of Fishery Science
105	MFA	Master of Fine Arts
106	MHMS	Master of Homeopathic Medicine and Science
107	MJ	Master of Journalism
108	ML	Master of Laws
109	MLISc.	Master of Library and Information Science
110	MME	Master of Mechanical Engineering
111	MO	Master of Obstetrics or Master of Obstetrics and Gynecology
112	MOL	Master of Oriental Learning
113	MPE	Master of Physical Education
114	MP.Ed.	Master of Physical Education
115	MPA	Master of Performing Arts
116	MPS	Master of Population Studies
117	MPT	Master of Physiotherapy

Notifications: Specification of Degrees and other matters

118	MS	Master of Surgery
119	MAMS	Master of Ayurved in Medicine in Medicine and Surgery
120	MSW	Master of Social Work
121	MUMS	Master of Unani Medicine and Surgery
122	Parangat	Parangat
123	Ph.D.	Doctor of Philosophy
124	Samaj Karya Parangat	Samaj Karya Parangat
125	Samaj Vidya Parangat	Samaj Vidya Parangat
126	Samaj Vidya Visharad	Samaj Vidya Visharad
127	Shastri	Shastri
128	Shiksha Acharya	Shiksha Acharya
129	Shishan Parangat	Shishan Parangat
130	Shiksha Shastri	Shiksha Shastri
131	Shiksha Visharad	Shiksha Visharad
132	Vachaspati	Vachaspati
133	Vidya Nishnanat	Vidya Nishnanat
134	Vidya Praveena	Vidya Praveena
135	Vidya Vachaspati	Vidya Vachaspati
136	Vidya Varidhi	Vidya Varidhi
137	Vidyalnkar	Vidyalnkar
138	Visharad	Visharad

THE GAZETTE OF INDIA, MAY 23, 2009 (JYAISHA 2, 1931)

UNIVERSITY GRANTS COMMISSION

New Delhi – 110002, the April 2009

No. F.1-10/2004 (CPP-II) – In exercise of the powers conferred by Sub-Section (3) of Section 22 of the UGC Act, 1956 (3 of 1956) as modified up to December ,1985 and in continuation of Gazette of India Notification No: 29 dated 19 July 2008. The University Grants Commission with the approval of the Central Government of India (letter No. F.5–1/2008-U. I dated 23rd February 2008) hereby specifies the following new degrees and change* of Hindi Version of the expansion of the three degrees for publication in the Gazette of India.

S. No.	Name of Degree	Expansion	Minimum Duration
Bachelor's degree			
1	B. Plan	Bachelor of Planning	5 years
2	B. Com LLB	Bachelor of Commerce Bachelor of Law	5 years integrated
3	BJ. M. C.	Bachelor of Journalism and Mass Communication	3 years
4	B. Optom.	Bachelor of Clinic Optometry	4 years
5	B.S. Course	Bachelor of Science (Physician Assistant and (Emergency and Trauma Care Management)	4 years
6	BASLP	Bachelor of Audiology and Speech Language Pathology	4 years
7	BBS	Bachelor of Business Studies	3 years
8	BHM	Bachelor of Hotel Management	3 years
9	BHMCT	Bachelor of Hotel Management and Catering Technology	4 years
10	BHMTT	Bachelor of Hotel Management Travel and Tourism	3 years
11	BHTM	Bachelor of Hospitality and Tourism Management	4 years
12	BIBF	Bachelor of International Business and Finance	3 years
13	BMM	Bachelor of Mass Media	4 years
14	B. Des.	Bachelor of Design	4 years
15	BSS	Bachelor of Sports Science	3 years
16	BUMS	Bachelor of Unani Medicine and Surgery	3 years
Master's degree			
17	CPA	Certified Public Accountant	2 years
18	M. F. M	Master of Financial Management	2 years
19	M. F. T	Master of Foreign Trade	2 years
20	M. H. R. D	Master of Human Resource Development	2 years
21	M. I. B	Master of International Business	2 years
22	M. Mkt. M	Master of Marketing Management	2 years
23	M. Optom.	Master of Optometry	4 years
24	M. Sc. (Medical Anatomy)	Master of Science in Anatomy	2 years
25	M. Sc. (Medical Biochemistry)	Master of Science in Medical Biochemistry	2 years
26	M. Sc. (Medical Microbiology)	Master of Science Medical Microbiology	2 years
27	M. Sc. (Medical Pharmacology)	Master of Science in Medical Pharmacology	2 years
28	M. Sc. (Medical Physiology)	Master of Science in Medical Physiology	3 years
29	M. Sc. Tech	Master of Science Technology	3 years
30	M. Sc. Tech (Applied Geo-Physics)	Master of Science Technology in Applied Geophysics	3 years
31	M. Sc. Nursing	Master of Science (Nursing)	2 years

Notifications: Specification of Degrees and other matters

32	MBA (Pharma. Tech.)	Master of Business Administration in Pharmaceutical Technology	5 years integrated
33	MBA (Tech.)	Master of Business Administration in Technology	5 years integrated
34	MHA	Master of Hospital Administration	2 years
35	MJMC	Master of Journalism and Mass Communication	2 years
36	MMC	Masters in mass communication	2 years
37	MOT	Master of Occupational Therapy	2 years
38	MPH	Master of Public Health	2 years

***Change of Hindi Version of the Expansion of three degrees:**

1. (B.V. Sc. – Bachelor of Veterinary Science)- Pashuchikitsa vigyan ME Snatak
2. (B.V. Sc. & A.H. – Bachelor of Veterinary Science and Animal Husbandry) – Pashuchikitsa vigyan or Pashupalan Me Snatak
3. (M.V. Sc. – Master of Veterinary Science) – Pashuchikitsa Vigyan Me Nishnaat

*English Version of above 3 degrees already notified in the Gazette of India dated 1st December 1958 vide UGC Notification No. F.87-9/58 dated 1st December 1958.

R.K CHAUHAN
Secretary

The Degrees Specified by the UGC under Section 22 of the UGC Act

S. No.	Abbreviation of Degree	Expansion of Degree
1	Acharya	Acharya
2	Alankar	Alankar
3	Anu Parangat	M. Phil
4	Ayurveda	Phd. In Ayurveda
5	Ayurvedacharya	Ayurvedacharya
6	B. Arch.	Bachelor of Architecture
7	B.A. B.Ed.	Bachelor of Arts and Bachelor of Education
8	B. Agri.	Bachelor of Agriculture
9	B. Ch. E.	Bachelor of Chemical Engg.
10	B. Chem. Tech	Bachelor of Chemical Technology
11	B.Com.	Bachelor of Commerce
12	B.Com. B.Ed	Bachelor of Commerce and Bachelor of Education
13	B. Dance	Bachelor of Dance
14	B.Ed	Bachelor of Education
15	B. Pharm. (Ayu.)	Bachelor of Ayurveda in Pharmacy
16	B. Pharm	Bachelor of Pharmacy
17	B.Sc.	Bachelor of Science
18	B.Sc. B.Ed	Bachelor of Science and Bachelor Education
19	B.Sc. (Nursing)	Bachelor of Science in Nursing
20	B.Sc. (Sericulture)	Bachelor of Science in Sericulture
21	B.Stat.	Bachelor of Statistics
22	B. Tech	Bachelor of Technology
23	B.V. Sc.	Bachelor of Veterinary Science
24	B.V. Sc & A. H.	Bachelor of Veterinary Science and Animal Husbandry
25	BA	Bachelor of Arts
26	B. Lib.Sc.	Bachelor of Library Science
27	B.A. LLB	(5yrs. Integrated Course)
28	BAM	Bachelor of Ayurvedic Medicine
29	BAMS	Bachelor of Ayurvedic Medicine & Surgery
30	BBA	Bachelor of Business Administration
31	BBM	Bachelor of Business Management
32	BCA	Bachelor of Computer Applications
33	BCE	Bachelor of Civil Engineering
34	BCL	Bachelor of Civil Law
35	BDS	Bachelor of Dental Surgery
36	BE	Bachelor of Engineering
37	BFA	Bachelor of Fine Arts
38	BFSc.	Bachelor of Fisheries Science
39	BGL	Bachelor of General Law
40	BHMS	Bachelor of Homoeopathic Medicine and Surgery
41	BIM	Bachelor of Indian Medicine
42	BJ	Bachelor of Journalism

43	BL	Bachelor of Law or Laws
44	B.Lib.I.Sc.	Bachelor of Library and Information Science
45	B.Litt	Bachelor of Literature
46	B.Mus.	Bachelor of Music
47	B.Nat. (Ayu)	Bachelor of Ayurved in Naturopathy
48	B. Nat (Yogic Sciences)	Bachelor of Ayurved in Naturopathy and Yogic Sciences
49	BOL	Bachelor of Oriental Learning
50	BOT	Bachelor of Occupational Therapy
51	BPA	Bachelor of Performing Arts
52	BPed.	Bachelor of Physical Education
53	BPE	Bachelor of Physical Education
54	BPS	Bachelor of Professional Studies
55	BPT	Bachelor of Physiotherapy
56	BSMS	Bachelor of Sridhar Medicine and Surgery
57	BSW	Bachelor of Social Work
58	D.Litt.	Doctor of Literature
59	D.Mus.	Doctor of Music
60	D.Phil	Doctor of Philosophy
61	D.Sc	Doctor of Science
62	DM	Doctor of Medicine (in Cardiology)
63	DOL	Doctor of Oriental Learning
64	Hindi Shiksha Visharad	Hindi Shiksha Visharad
65	LLB	Bachelor of Law or Laws
66	LLD	Doctor of Law
67	LLM	Master of Law
68	M.Arch	Master of Architecture
69	M.A., B.Ed	Master of Arts, Bachelor of Education
70	M. Ch.	Master of Chirurgiae
71	M.Com	Master of Commerce
72	M.Com, B.Ed	Master of Commerce, Bachelor of Education
73	M.Dance	Master of Dance
74	M.Ed	Master of Education
75	M.Lib.Sc.	Master of Library Science
76	M.Litt	Master of Literature and Master of Letters
77	M.Mus	Master of Music
78	M.Pharm.	Master of Pharmacy
79	M.Phil	Master of Philosophy
80	M. Plan	Master of Planning
81	M.Sc	Master of Science
82	M.Sc, B.Ed	(5yrs. Integrated Course)
83	M.Stat	Master of Statistics
84	M.Tech	Master of Technology
85	M.V.Sc.	Master of Veterinary Sciences
86	MA	Master of Arts

Notifications: Specification of Degrees and other matters

87	MBA	Master of Business Administration
88	MBBS	Bachelor of Medicine and Bachelor of Surgery
89	MCA	Master of Computer Applications
90	MD	Doctor of Medicine
91	MDS	Master of Dental Surgery
92	ME	Master of Engineering
93	MF.Sc	Master of Fishery Science
94	MFA	Master of Fine Arts
95	MHM	Master of Homeopathic Medicine and Science
96	MJ	Master of Journalism
97	ML	Master of Laws
98	MLI.Sc.	Master of Library and Information Science
99	MOL	Master of Oriental Learning
100	MPE	Master of Physical Education
101	MP.Ed	Master of Physical Education
102	MPA	Master of Performing Arts
103	MPS	Master of Population Studies
104	MPT	Master of Physiotherapy
105	MS	Master of Surgery
106	MAMS	Master of Ayurved in Medicine and Surgery
107	MSW	Master of Social Work
108	MUMS	Master of Unani Medicine and Surgery
109	Parangat	Parangat
110	Ph.D.	Doctor of Philosophy
111	Samaj Karya Parangat	Samaj Karya Parangat
112	Samaj Vidya Parangat	Samaj Vidya Parangat
113	Samaj Vidya Visharad	Samaj Vidya Visharad
114	Shastri	Shastri
115	Shiksha Acharya	Shiksha Acharya
116	Shikshan Parangat	Shikshan Parangat
117	Shiksha Shastri	Shiksha Shastri
118	Shiksha Visharad	Shiksha Visharad
119	Vachaspati	Vachaspati
120	Vidya Nishnanat	Vidya Nishnanat
121	Vidya Praveena	Vidya Praveena
122	Vidya Vachaspati	Vidya Vachaspati
123	Vidya Varidhi	Vidya Varidhi
124	Vidyalanka	Vidyalanka
125	Visharad	Visharad
126	B.Plan	Bachelor of Planning
127	B.Com. LLB	Bachelor of Commerce Bachelor of Law
128	BJMC	Bachelor of Journalism and Mass Communication
129	B.Optom.	Bachelor of Clinical Optometry

130	B.S. Course	Bachelor of Science (Physician Assistant and Emergency and Trauma Care Management)
131	BASLP	Bachelor of Audiology and Speech Language Pathology
132	BBS	Bachelor of Business Studies
133	BHM	Bachelor of Hotel Management
134	BHMCT	Bachelor of Hotel Management and Catering Technology
135	BHMTT	Bachelor of Hotel Management, Travel and Tourism
136	BHTM	Bachelor of Hotel and Tourism Management
137	BIBF	Bachelor International Business and Finance
138	BMM	Bachelor of Multimedia
139	B. Des.	Bachelor of Design
140	BSS	Bachelors in Social Science
141	BUMS	Bachelor of Unani Medicine and Surgery
142	CPA	Certified Public Accountant
143	M.F.M.	Master of Financial Management
144	M.F.T.	Master of Foreign Trade
145	M.H.R.D.	Master of Human Resource Development
146	M.I.B.	Master of International Business
147	M. Mkt. M.	Master of Marketing Management
148	M. Optom.	Master of Optometry
149	M.Sc. (Medical Anatomy)	Master of Science in Medical Anatomy
150	M.Sc. (Medical Bio-Chemistry)	Master of Science in Medical Bio-Chemistry
151	M.Sc. (Medical Microbiology)	Master of Science in Medical Microbiology
152	M.Sc. (Medical Pharmacology)	Master of Science in Medical Pharmacology
153	M.Sc. (Medical Physiology)	Master of Science in Medical Physiology
154	M.Sc. Tech.	Master of Science in Technology
155	M.Sc. Tech. (Applied Geo-Physics)	M.Sc. Tech. (Applied Geo-Physics)
156	M.Sc. Nursing	Master of Science in Nursing
157	MBA (Pharma Tech.)	Master of Business Administration in Pharmaceutical Technology
158	MBA (Tech)	Master of Business Administration in Technology
159	MHA	Master of Hospital Administration
160	MJMC	Master of Journalism and Mass Communication
161	MMC	Master of Mass Communication
162	MOT	Master of Occupational Therapy
163	MPH	Master of Public Health

UNIVERSITY GRANTS COMMISSION

New Delhi, the 14th December 2012

F. No. 5-1/2012 (CPP-II)-In exercise of the powers conferred by sub-section (3) of Section 22 of UGC Act, 1956 (3 of 1956) as modified upto December **1985 and** in continuation of Gazette Notification No. F. 1-52/97 (CPP-II) dated 29 May 2009, the University Grants Commission with the approval of the Central Government hereby specifies the following additional **degree** for the purposes of the said section:-

Bachelor's Degree

Abbreviation	Expansion	Level	Minimum Duration	Entry Qualification
B. Voc	Bachelor of Vocation	UG	3 years	10+2

AKHILESH GUPTA
Secretary

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(Separate paging is given to this Part in order that it may be filed as separate compilation)

PART-III-SECTION 4

[Miscellaneous Notification including Notification, Orders,

Advertisements and Notices issued

by Statutory Bodies]

UNIVERSITY GRANTS COMMISSION

SPECIFICATION OF DEGREES

NEW DELHI, March, 2014

NO. F. 5-1/2013 (CPP-II)--In exercise of the powers conferred by sub-Section (3) of Section 22 of the University Grants Commission Act, 1956 (3 of 1956) and in supersession of all earlier Gazette Notifications pertaining to specification of degrees, the University Grants Commission (UGC) with the approval of the Central Government hereby specifies the nomenclature of degree for the purposes of the said section.

SPECIFIED DEGREES

Broad discipline-wise nomenclatures of degrees at all levels of higher education should be taken as the specified degrees, which the universities/Institutions must adhere to, are given below. Alongside the nomenclature of the degrees, minimum entry-level qualifications and duration of the programmes have also been indicated. The information is presented in a tabular form for clarity. In the bottom-most row of each table, nomenclatures of degrees that are presently in vogue in some institutions were found to be neither conventional, nor reflective of a real innovation in knowledge and are de-specified with the suggestion that the same may be restructured/changed as suggested therein.

Universal/Common to All Disciplines					
	Specified Degrees		Level	Minimum Duration (Years)	Entry Qualification
	Abbreviated	Expanded			
1.	D.Litt.	Doctor of Literature	Post Doctoral		PhD
2.	D.Sc.	Doctor of Science	Post Doctoral		PhD

Notifications: Specification of Degrees and other matters

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[PART III—SEC. 4

3.	L.L.D.	Doctor of Laws	Post Doctoral	2	PhD
4.	Ph.D. ID. Phil	Doctor of Philosophy	Doctoral	2	MASTER'S
5.	M. Phil	Master of Philosophy	Pre Doctoral	1-1/2	MASTER'S
Agriculture & Allied Disciplines:					
	Specified Degrees		Level	Minimum Duration (Years)	Entry Qualification
	Abbreviated	Expanded			
6.	B.Sc. Agriculture)	Bachelor of Science (Agriculture)	BACHELOR'S	4	10+2
7.	M.Sc. (Agriculture)	Master of Science (Agriculture)	MASTER'S	2	BACHELOR'S
8.	B.Sc. (Sericulture)	Bachelor of Science (Sericulture)	BACHELOR'S	4	10+2
9.	M.Sc. (Sericulture)	Master of Science (Sericulture)	MASTER'S	2	BACHELOR'S
10.	B.V. sc	Bachelor of Veterinary Sciences	BACHELOR'S	4	10+2
11.	M.V. sc.	Master of Veterinary Sciences	MASTER'S	2	BACHELOR'S
12.		Bachelor of Fisheries Sciences	BACHELOR'S	4	10+2
13.		Master of Fisheries Sciences	MASTER'S	2	BACHELOR'S
Journalism/Mass Communication/Media:					
	Specified Degrees		Level	Minimum Duration (Years)	Entry Qualification
	Abbreviated	Expanded			
14.		Bachelor of Journalism	BACHELOR'S	1	BACHELOR'S

15.		Master of Journalism	MASTER'S	1	
16.	BA(Journalism)	Bachelor of Arts (Journalism)	BACHELOR'S	3	10+2
	A (Journalism)	Masters of Arts (Journalism)	MASTER'S	2	BACHELOR'S
BJMC/BMC be restructured as BA (Journalism & Mass Communication) MJMC/MMC be restructured as MA (Journalism & Mass Communication) BMM be restructured as BA (Multimedia)/ B. Sc (Multimedia) MMC be restructured as MA (Mass Communication)					

Arts/Humanities/Social Sciences:					
Specified Degrees			Level	Minimum Duration (Years)	entry qualification
	Abbreviated	Expanded			
18.	BA/ B.A. (Hons)	Bachelor of Arts/ Bachelor of Arts (Hons)	BACHELOR'S	3	10+2
19.	MA	Masters of Arts	MASTER'S	2	BACHELOR'S
20.	BSW	Bachelor of Social Work	BACHELOR'S	3	10+2
21.	MSW	Master of Social Work	MASTER'S	2	BACHELOR'S
22.	BRS	Bachelor of Rural Studies	BACHELOR'S	3	10+2
23.	MRS	Master of Rural Studies	MASTER'S	2	BACHELOR'S

	B. Lit.be restructured asBA (Literature) M. Lit.be restructured asMA (Literature) or as M. Phil, as the case may be BOL be restructured asBA (Oriental Learning) MOL be restructured asMA (Oriental Learning) BPS be restructured asBA (Population Studies) MPS be restructured asMA (Population Studies) M. Ind.be restructured asMA (Indology) BSS be restructured asBA (Social Studies) B.S. sc. be restructured asBA (Social Science)				
	Education/ Teachers Training				
	Specified Degrees		Level	Minimum Duration (Years)	Eligibility Qualification
	Abbreviated	Expanded			
24.	B. Ed	Bachelor of Education	BACHELOR'S	1	BACH ELOR' S
25.	B. El. Ed	Bachelor of Elementary Education	BACHELOR'S	4	10+2
26.	M.Ed.	Master of Education	MASTER'S	1	B.Ed.
27.	BPed	Bachelor of Physical Education	BACHELOR'S	1	BACH ELOR' S
28.	MPed	Master of Physical Education	MASTER'S	1	BPed
	BPE be restructured as BPED MPE be restructured as MPED				
	Law				
	Specified Degrees		Level	Minimum Duration Years	Entry Qualification
	Abbreviated	Expanded			
29.	LLB	Bachelor of Law	BACHELOR'S	3	BACH ELOR' S
30.	LLM	Master of Law	MASTER'S	2	BACH ELOR' S
31.	LLD	Doctor of Law	Post PhD	2	PhD

	BCL be restructured as LLB (Civil Law) or as LLB (Commercial Law), as the case may be BGL be restructured as LLB (General Law) BL be restructured as LLB ML be restructured as LLM DL be restructured as LLD				
	Business Administration/Commerce/Management/Finance				
	Specified Degrees		Level	Minimum Duration (Years)	Entry Qualification
	Abbreviated	Expanded			
32.	B. Com/ B.Com (Hons)	Bachelor of Commerce/Bachelor of Commerce (Hons)	BACHELOR'S	3	10+2
33.	M. Com	Master of Commerce	MASTER'S	2	BACHELOR'S
34.	BBA	Bachelor of Business Administration	BACHELOR'S	3	10+2
35.	MBA	Master of Business Administration	MASTER'S	2	BACHELOR'S
36.	BMS	Bachelor of Management Studies	BACHELOR'S	3	10+2
37.	MMS	Master of Management Studies	MASTER'S	2	BACHELOR'S
	BBS/BBM/BBE be restructured asBBA or B. Com or B. Com (Hons) BIBF be restructured asBBA or B.Com (International Business & Finance) MFM/MFCbe restructured asMBA (Financial Management) MIB/MIBM be restructured as MBA/M.Com. (International Business) MHRD/MHROD be restructured as MBA/M.Com (Human Resource Development) M. Mkt. M.be restructured asMBA/M.Com. (Marketing Management) MFT be restructured as MBA/M.Com. (Foreign Trade) MHA be restructured as MBA/M.Com (Hospital Administration) MFA be restructured as MBA/M.Com. (Financial Analysis)				

	MBE be restructured as MA/MBA/M.Com (Business Economics)				
	Library & Information Sciences:				
	Specified Degrees		Level	Minimum Duration (Years)	Entry Qualification
	Abbreviated	Expanded			
38.	B. Lib. Sc	Bachelor of Library Sciences	BACHELOR'S	1	BACHELOR'S
39.	B. Lib. I. Sc	Bachelor of Library & Information Sciences	BACHELOR'S	1	BACHELOR'S
40.	M. Lib. Sc	Master of Library Sciences	MASTER'S	1	B. Lib. sc.
41.	M. Lib	Master of Library & Information Sciences	MASTER'S	1	B. Lib. t. sc
	M. L. I. sc. be restructured as M. Lib. I. Sc				
	Fine Arts/Performing Arts/Visual Arts/Applied Arts				
	Specified Degrees		Level	Minimum Duration (Years)	Entry Qualification
	Abbreviated	Expanded			
42.	BFA	Bachelor of Fine Arts	BACHELOR'S	4	10+2
43.	MFA	Master of Fine Arts	MASTER'S	2	BACHELOR'S
44.	BVA	Bachelor of Visual Arts	BACHELOR'S	4	10+2
45.	MVA	Master of Visual Arts	MASTER'S	2	BACHELOR'S
46.	BPA	Bachelor of Performing Arts	BACHELOR'S	4	10+2

47.	MPA	Master of Performing Arts	MASTER'S	2	BACHELOR'S
	B. Dance be restructured as BPA(Dance)/BFA (Dance) M. Dance be restructured as MPA (Dance)/MFA (Dance) B. Mus. be restructured as BPA (Music)/BFA (Music) M.Mus. be restructured asMPA (Music)/MFA (Music) D. Mus. be restructured as PhD				
	Hotel Management/Hospitality/Tourism/Travel				
	Specified Degrees		Level	Minimum Duration (Years)	Entry Qualification
	Abbreviated	Expanded			
48.	BHM	Bachelor of Hotel Management	BACHELOR'S	4	10+2
49.	MHM	Master of Hotel Management	MASTER'S	2	BACHELOR'S
50.	BHMCT	Bachelor of Hotel Management & Catering Technology	BACHELOR'S	4	10+2
51.	MHMCT	Master of Hotel Management & Catering Technology	MASTER'S	2	BACHELOR'S
52.	BTTM	Bachelor of Tourism & Travel Management	BACHELOR'S	4	10+2
53.	MTTM	Masters of Tourism & Travel Management	MASTER'S	2	BACHELOR'S

	Will require restructuring degrees being offered by a few universities: BHTM of some beBHM/ BHMCT /BITM BTA restructured asBTTM/ BBA (Tourism & Travel) MTA be restructuredMTTM or as MBA (Tourism & Travel Management) BHMTT as beBHM/BHMCT/BTTM be restructured as be restructured as				
	Sciences				
	Specified Degrees		Level	Minimum Duration (Years)	Entry Qualification
	Abbreviated	Expanded			

54.	B.Sc./B.Sc. (Hons)	Bachelor of Science/Bachelor of Science (Hons)	BACHELOR'S	3	10+2
55.	M. sc.	Master of Science	MASTER'S	2	BACHELOR'S
56.	BCA	Bachelor of Computer Applications	BACHELOR'S	3	10+2
	MCA	Master of Computer Applications	MASTER'S	3	BACHELOR'S
58.	B. Stat	Bachelor of Statistics	BACHELOR'S	3	10+2
59.	M. Stat	Master of Statistics	MASTER'S	2	BACHELOR'S
B. S. sc be restructured as B. Sc (Sanitary Sciences)					
Engineering/Technology/Architecture/Design					
Specified Degrees			Level	Minimum Duration (Years)	Entry Qualification
	Abbreviated	Expanded			
60.	B. Tech	Bachelor of Technology	BACHELOR'S	4	10+2
61.	M. Tech	Master of Technology	MASTER'S	2	BACHELOR'S
62.	BE	Bachelor of Engineering	BACHELOR'S	4	10+2
63.	ME	Master of Engineering	MASTER'S	2	BACHELOR'S
64.	B. Arch	Bachelor of Architecture	BACHELOR'S	5	10+2
65.	M. Arch.	Master of Architecture	MASTER'S	2	BACHELOR'S
66.		Bachelor of Planning	BACHELOR'S	4	10+2
67.	M. Ptan	Master of Planning	MASTER'S	2	BACHELOR'S
68.	B.I.D	Bachelor of Interior Design	BACHELOR'S	4	10+2
69.	M.I.D	Master of Interior Design	MASTER'S	2	BACHELOR'S
70.	B. Des.	Bachelor of	BACHELOR'S	4	10+2

		Design			
71.	M. Des.	Master of Design	MASTER'S	2	BACHELOR'S
B. Ch. E. be restructured as B. Tech/BE (Chemical Engineering) B. Chem. Tech be restructured as B. Tech/BE (Chemical Technology) BCE be restructured as B. Tech/BE (Civil Engineering) BEE be restructured as B. Tech/BE (Electrical Engineering) MEE be restructured as M. Tech/ME (Electrical Engineering)					
Vocational Education					
72.	B.Voc.	Bachelor of Vocation	Bachelor's	3	10+2
Medicine & Surgery/ Ayurveda/ Unani/Homeopathy/Health & Allied Sciences/Paramedical/Nursing:					
	Specified Degrees		Level	Minimum Duration (Years)	Entry Qualification
	Abbreviated	Expanded			
73.	MBBS	Bachelor of Medicine and Bachelor of Surgery	BACHELOR'S	5-1/2	10+2
74.	MD	Doctor of Medicine	MASTER'S	3	BACHELOR'S
75.	MS	Master of Surgery	MASTER'S	3	BACHELOR'S
76.		Doctor of Medicine	Post MASTER'S	3	MASTER'S
77.	M.Ch.	Master of Chirurgiae	Post MASTER'S	3	MASTER'S
78.	M. Sc. (Medical Anatomy)	Master of Science (Medical Anatomy)	MASTER'S	2	BACHELOR'S
79.	M. Sc. (Medical Biochemistry)	Master of Science (Medical Biochemistry)	MASTER'S	2	BACHELOR'S
80.	M. Sc. (Medical Microbiology)	Master of Science in Medical Microbiology	MASTER'S	2	BACHELOR'S

81.	M. Sc. (Medical Pharmacology)	Master of Science in Medical Pharmacology	MASTER'S	2	BACHELOR'S
82.	M. Sc. (Medical Physiology)	Master of Science in Medical Physiology	MASTER'S	2	BACHELOR'S
83.	MHA	Master of Hospital Administration	MASTER'S	2	BACHELOR'S
84.	MPH	Master of Public Health	MASTER'S	2	BACHELOR'S
85.	BDS	Bachelor of Dental Surgery	BACHELOR'S	5	10+2
86.	MDS	Master of Dental Surgery	MASTER'S	3	BACHELOR'S
87.	Ayurveda Vachaspati	Ayurveda Vachaspati	Post MASTER'S	3	MASTER'S
88.	Anu Parangat	Anu Parangat	Post MASTER'S	1	MASTER'S
89.	Ayurvedacharya	Ayurvedacharya	BACHELOR'S	5	10+2
90.	BAMS	Bachelor of Ayurvedic Medicine & Surgery	BACHELOR'S	5-1/2	10+2
91.	BSMS	Bachelor of Siddha Medicine & Surgery	BACHELOR'S	5-1/2	10+2
92.	MD (Ayurveda)	Doctor of Medicine (Ayurveda)	MASTER'S	3	BACHELOR'S
93.	BNYS	Bachelor of Naturopathy & Yogic Sciences	BACHELOR'S	5	10+2
94.	BHMS	Bachelor of Homeopathic Medicine & Surgery	BACHELOR'S	5-1/2	10+2
95.	MD (Hom)	Doctor of Medicine (Homeo)	MASTER'S	3	BACHELOR'S
96.	BUMS	Bachelor of Unani	BACHELOR'S	5-	10+2

		Medicine & Surgery		1/2	
97.	MD (Unani)	Doctor of Medicine (Unani)		3	
98.	M.Sc. (Nursing)	Master of Science (Nursing)	MASTER'S	2	BACHELOR'S
99.	B.Sc.(Nursing)	Bachelor of Science (Nursing)	BACHELOR'S	4	10+2
100.	B. Optom	Bachelor of Optometry	BACHELOR'S	4	10+2
101.	M. Optom	Master of Optometry	MASTER'S	2	B. Optom
102.	BOT	Bachelor of Occupational Therapy	BACHELOR'S	4	10+2
103.	MOT	Master of Occupational Therapy	MASTER'S	2	BACHELOR'S
104.	BPT	Bachelor of Physiotherapy	BACHELOR'S	4-1/2	10+2
105.	MPT	Master of Physiotherapy	MASTER'S	2	BACHELOR'S
106.	B. Sc (Trauma Care Management)	Bachelor of Science (Trauma Care Management)	BACHELOR'S	4	10+2
107.	Pharm. D	Doctor of Pharmacy	MASTER'S	6	10+2
108.	M. Pharm.	Master of Pharmacy	MASTER'S	2	BACHELOR'S
109.	B. Pharm.	Bachelor of Pharmacy	BACHELOR'S	4	10+2
110.	B. Pharm (Ayu)	Bachelor of Pharmacy (Ayurveda)	BACHELOR'S	4	10+2
	BAM/BIM be restructured as BAMS B. Nat (Ayu) be restructured as BNYS B. Nat (Yogic) be restructured as BNYS MAMS be restructured as MD (Ay				

	<p>MHMS be restructured as MD (Homeo)</p> <p>MUMS be restructured as MD (Unani)</p> <p>MS (Pharm) be restructured as M.Pharm</p> <p>BS (Trauma..) be restructured as B.Sc (Trauma Care Management System)</p> <p>MAE be restructured as M.Sc. (Applied Epidemiology)</p>

Rehabilitation Sciences					
S N o	Specified Degrees		Level	Minimu m duration years	Entry Qualificati ons
	Abbreviated	Expanded			
111	B.Ed. spl. Ed.	Bachelor of Education - Special Education	BACHELOR' S	1	BACHEL OR'S
112	M.Ed. spl. Ed.	Master of Education - Special Education	MASTER'S	1	B.Ed. Special Education
113	B.P.O.	Bachelor in Prosthetics & Orthotics	BACHELOR' S	4	10+2
114	M.P.O.	Master in Prosthetics & Orthotics	MASTER'S	2	B.P.O
115	B. ASLP	Bachelor in Audiology and Speech Language Pathology	BACHELOR' S	4	10+2
116	M. ASLP	Master in Audiology and Speech Language Pathology	MASTER'S	2	B.ASLP
117	B. R. sc.	Bachelor in Rehabilitation Science	BACHELOR'S	3	10+2
118	M. R. sc.	Master in Rehabilitation Science	MASTER'S	2	BACHEL OR'S
Sanskrit Sounding Degrees					
S. No.	Specified Degrees	Level		minimum duration Years)	Entry Qualificati on
119	Shastri/Shastri(H	BACHELOR'S		3	10+2

	ons.)			
120	Acharya	MASTER'S	2	Bachelor
121	Shiksha Shastri	BACHELOR'S	1	Bachelor
122	Shiksha Acharya	MASTER'S	1	Shiksha Shastri
123	Vishistacharya	PRE- DOCTORA	1	Acharya/ Master
124	Vidya Varidhi	DOCTORAL	2	Master
125	Vachaspati	POST DOCTORAL	2	Ph.D/Vidya Varidhi

The Universities shall be free to write English equivalent of these degrees, if they so desire, in the mark sheet/degree certificates either in parentheses or slash.

Specification of Degrees with Urdu/Persian/Arabic nomenclature

Sl. No.	Specified Degrees	Level	Minimum duration (Years)	Entry Qualification
126	Fazil	BACHELOR'S	3 years	10+2 (Alim/Afzal-UIUlema Preliminary)
127	Afzal-UI-Ulma	BACHELOR'S	3 years	10+2 (Alim/Afzal-UIUlma Prelimin)
128	Kamil	MASTER'S	2 years	Fazil/Afzal-UI-Ulma
129	Mumtaz (Mumtazul Tafseer, Mumtazul Mohaddisin, Mumtazul Fiqh, Mumtazul Adab etc.)	M.PHIL.	1 year	Kamil (MA)

The universities shall be free to write English equivalent of these degrees, if they so desire in the mark sheet/degree certificates either in parentheses or slash.

Guiding Principles:

Degrees should be specified in generic terms and their nomenclatures should be such that are generally recognized, globally acknowledged and widely accepted and are indicative of the level of the degrees and the broad subject/ discipline/ knowledge area universities/institutions, in curricular innovation, shall have the freedom to indicate uniqueness/ specialization in parentheses against the specified generic degrees.

Universities/institutions may introduce Integrated and Dual Degree Programmes judiciously and with caution. A dual degree programme combines more than one subject, mostly in a horizontal spread, whereas an Integrated Programme is progressive and cumulative. The academic philosophy/rationale behind offering such integrated programmes should not be for economizing on course requirements or award of double degrees in a fast track; on the contrary, an integrated approach should involve a vertical/Inter-disciplinary discourse. A dual degree should aim for a better comprehension of the related subjects of study from a multi-dimensional perspective. This would necessarily entail an equal, if not more, course duration and a newer approach of curricular transaction and additional interactive courses. Thus an Integrated Dual Degree Programme combining two or more disciplines shall be permissible only if there is no compromise on any of the course requirements, viz. duration, number of papers and intensity of courses, teaching/learning hours, credits, etc. Integrated and Dual Degree Programmes are therefore, be introduced by the universities/ institutions subject to the following conditions:

- a) The Integrated Dual Degree Programmes must not dilute the standards as prescribed under the Regulations made by the UGC and other statutory authorities concerned in terms of syllabi, programme duration and examination requirements.
- b) If the Integrated/Dual Degree Programmes intend to offer two separate degrees with an option for an interim exit or lateral entry, the duration of the Integrated/Dual Degree Programme must not be less than the duration equal to the sum total of the prescribed duration of the two degrees that are being combined in the Integrated/Dual Degree Programme. Provided that all such programmes would carry the nomenclature of "Integrated/Dual Degree (name of the first degree) - (name of the final degree)". Provided further that both the degrees awarded under the Integrated/Dual Degree programme shall be individually and separately recognized as equivalent to corresponding degrees and not as one single integrated degree.
- c) If the Integrated Programme intends to offer a single degree without permission to exit and lateral entry, the programme duration may be relaxed by not more than 20% of the sum total of the prescribed duration of the two degrees that are being combined to make the single integrated degree.

General Instructions:

1. All the changes in the nomenclature of the degrees, as notified herewith will come into effect from the date of their notification in the official Gazette.
2. The above specified degrees shall be awarded by a University established or incorporated by or under a Central Act, a Provincial Act or a State Act or an institution deemed to be a University under section 3 or an institution specially empowered by an Act of Parliament to confer or grant degrees under section 22 of the UGC Act, 1956.
3. No University shall confer a degree in violation of the provisions of this notification. It shall be mandatory for the Universities to adhere to the approved nomenclature of the degree(s) and ensure the observance of the minimum standards of instructions before award of a degree as hereinafter prescribed.
4. The approved nomenclature may be followed by the specific area of specialization to be reflected in parentheses.
5. The universities may launch new programmes of study relevant to the contemporary and emerging societal needs and such innovation or specialization may be indicated in the parentheses within the nomenclature of any of the specified degrees in the broad discipline/ areas.
6. The specified degrees shall be reviewed and updated by the UGC from time to time under intimation to all the universities.

Specification of New Degrees

7. Henceforth, the Universities shall not introduce any new nomenclature of degrees unless there is a very strong and genuine reason. Should a University intend to introduce a new nomenclature, it shall approach the UGC for its specification at least six months prior to starting the degree programme along with the details of the courses of study prescribed for the degree as approved by the respective academic bodies of the university / institution, such as — Board of Studies, Academic Council and Governing Council.
8. All the universities (including affiliated colleges thereto) shall observe the minimum standards of instruction and prescribed norms for the grant of a degree which shall be imparted by the duly qualified teaching staff and appropriate academic physical infrastructure facilities as prescribed by the concerned statutory / regulating bodies, such as University Grants Commission (UGC), All India Council for Technical Education (AICTE), Medical Council of India (MCI), Pharmacy Council of India (PCI), Council for Architecture (COA), Bar Council of India (BCI), National Council for Teachers Education (NCTE), Dental Council of India (DCI), Indian Nursing Council (INC), etc. in their respective notifications/regulations.
9. The specified degrees offered by a University and the minimum standards of instruction and norms prescribed as laid down by the concerned statutory / regulatory bodies shall be prominently published in the admission brochure of concerned University / affiliated College and shall also be made available in their website.

Inspection by UGC

10. Each University shall furnish information relating to the conformity to the above standards of instructions (including its affiliated colleges) to the UGC.
11. The UGC may cause periodic inspection of the University and its affiliated colleges including extension/ regional/ study centers and such other facilities offering the courses leading to a degree.
12. After such inspection, the UGC may give reasonable opportunity to the defaulting Universities / affiliated colleges to rectify the identified deficiency/ non-conformity

Consequences of failure of Universities to comply with these instructions:

13. The defaulting University / Affiliated College shall be prohibited from offering any course for the award of unspecified degree.
14. Any degree awarded in contravention to this notification shall be deemed to be an unspecified degree and shall be declared as such by the UGC after duly satisfying itself as to the violation of this notification. The UGC shall give due publicity regarding the defaulting Universities/ colleges and unspecified degrees offered by them for the information of the general public.
15. It shall be the responsibility of the respective University to keep a watch over the observance of prescribed norms by itself and by the affiliated colleges and disaffiliate the defaulting colleges to the extent of violations.
16. The UGC shall forward a copy of the order made under clause 14 above to the university concerned, and on and from the date of receipt of a copy of such order by the university, the affiliation of such an institution, so far as it relates to the course of study specified in such order, shall stand terminated. On and from the date of termination of such affiliation, and for the period of three years thereafter, approval shall not be granted to that institution to start such or similar degree or post-graduate degree programme.
17. Contravention of the provisions relating to the specification of degrees as above shall also render the defaulting university and affiliated colleges liable for action as deemed fit by the UGC.

Status of De-specified degrees

18. The degrees which were specified in the earlier notification issued on 23.5.2009 but have now been de-specified, shall be treated as valid in case of the students who have already been enrolled in such degree programmes prior to this notification.

JASPAL S. SANDHU

Secretary

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG**

NOTIFICATION

New Delhi, the 21st July, 2015

SPECIFICATION OF DEGREES

No. F. 5-1/2013 (CPP-II).—In exercise of the powers conferred by sub-section (3) of Section 22 of the University Grants Commission Act, 1956 (3 of 1956) and in amendment of earlier Gazette Notification on specification of degrees issued on July 5, 2014, the University Grants Commission (UGC) with the approval of the Central Government hereby notifies the first amendment in the said UGC Notification on Specification of Degrees. These amendments will come into force from the date of their publication in the Official Gazette.

SPECIFIED DEGREES

1. The degrees specified at sr. no. 24 and 26 to 28 stand amended and shall be read as under.

Education/ Teachers Training					
Specified Degrees			Level	Minimum Duration (Years)	Eligibility Qualification
	Abbreviated	Expanded			
24.	B. Ed	Bachelor of Education	BACHELOR'S	2	BACHELOR'S
26.	M.Ed.	Master of Education	MASTER'S	2	B.Ed./B.A, B.Ed./B.Sc. B.Ed./B.El.Ed./Graduate with D.El.Ed.
27.	B.P.Ed.	Bachelor of Physical Education	BACHELOR'S	2	BACHELOR'S
28.	M.P.Ed.	Master of Physical Education	MASTER'S	2	B.P.Ed.

2. The following new degree is specified as under:

Specified Degrees			Level	Minimum Duration (Years)	Eligibility Qualification
	Abbreviated	Expanded			
130.	M. Voc	Master of	MASTER'S	2	B. Voc

3. Clause (c) of the Guiding Principle of the UGC Notification on specified degrees dated 5th July, 2014 stands amended and shall be read as under.

“If the Integrated Programme intends to offer a single degree without permission to exit and lateral entry, the programme duration may be relaxed by not more than 25% of the sum total of the prescribed duration of the two degrees that are being combined to make the single integrated degree.”

JASPAL S. SANDHU

Secretary

[ADVT.-III/4/Exty./113/ 147)]

UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG NEW DELHI – 110 002

Prof. Dr. Jaspal S. Sandhu

By Speed Post

D.O.No. 1-15/2015(CPP-II)

17 August, 2015

The University Grants Commission Regulations, 1985 regarding the minimum standards of instructions for the grant/of the first degree through formal education were notified in the Official Gazette on 25th Nov, 1985 and came into effect on June 4, 1986. The Regulations further provided that :

Sub Clause (3) of Para 2 of the Notification provided that no student shall be eligible for the award of the first degree unless he has successfully completed a three years degree course and this degree may be called the B.A/B.Sc/B.Com and no student shall be eligible to seek admission to the Masters degree course in these faculties, who has not successfully passed the first degree course of three years duration.

Taking into consideration the various representations seeking clarification on the application of these regulations on the degrees awarded prior to June 4, 1986, received by UGC, it is clarified that the students who had enrolled themselves in the first degree course prior to June 4, 1986 and students who had successfully completed their first degree course, prior to June 4, 1986, irrespective of their duration shall be treated at par with the students who have completed 3 years degree course and they are not required to undergo a further one year bridge course. Degrees obtained prior to June 4, 1986 and the degree awarded to the students enrolled prior to June, 1986 shall be treated valid for all purposes including admission to a Masters degree programme, other higher studies and employment.

(Jaspal S. Sandhu)

To,

1. Vice-Chancellors of all universities,
2. The Publication Officer, UGC with a request to upload the letter on UGC website.

UNIVERSITY GRANTS COMMISSION

NOTIFICATION

New Delhi, the 2nd May, 2016

SPECIFICATION OF DEGREES

No. F. 5-1/2015 (CPP-II)-In exercise of the powers conferred by sub-Section (3) of Section 22 of the University Grants Commission Act, 1956 and in amendment of earlier Gazette Notification on specification of degrees issued on July 5, 2014, the University Grants Commission (UGC) with the approval of the Central Government hereby notifies the second amendment in the said UGC Notification on Specification of Degrees. This amendment will come into force from the date of its publication in the Official Gazette.

SPECIFIED DEGREES

The following new degrees in the field of Sports Sciences are specified:

	Sports Sciences				
	Specified Degrees		Level	Minimum Duration (Years)	Eligibility Qualification
	Abbreviated	Expanded			
131.	BPES	Bachelor of Physical Education and S rts	BACHELOR’S	3	104-2
132.	MPES	Master of Physical Education and S orts	MASTER’S	2	BPES

The Universities which are offering BPE and MPE programmes, shall accordingly restructure these programmes and award the degrees as BPES and MPES.

JASPAL S. SANDHU

Secretary

[ADVT.III/4/Exty./52(113)]

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI**

(Specification of Degrees)

NOTIFICATION

New Delhi, the 14th October, 2021

No. F.5-1/2017(CPP-II) — In exercise of the powers conferred by Sub-Section (3) of Section 22 of the University Grants Commission Act, 1956 and in amendment of earlier Gazette Notification on Specification of Degrees issued on 5th July, 2014, the University Grants Commission (UGC) with the approval of the Central Government hereby notifies the third amendment in the said UGC Notification on Specification of Degrees. This amendment will come into force from the date of its publication in the Official Gazette.

SPECIFIED DEGREES

The following new degrees under the head of Medicine & Surgery/Ayurveda/Union/Homeopathy/Health & Allied Science/ Pharmacy / Paramedical/ Nursing are specified:

Medicine & Surgery/ Ayurveda/ Unani / Homeopathy /Health & Allied Sciences / Pharmacy /paramedical / Nursing:					
	Specified degrees		Level	Minimum Duration (years)	Entry Qualification
	Abbreviated	Expanded			
133.	B.S.R.M.S.	Bachelor of Sowa-Rigpa Medicine and Surgery	Bachelor's	51/2	10+2

The Universities which are offering B.S.R.M.S. programme, shall accordingly restructure this programme and award the degree as B.S.R.M.S.

RAJNISH JAIN
Secretary

[ADVT. III/4/Exty/332/2021-22]

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI**

(Specification of Degrees)

NOTIFICATION

New Delhi, the 3rd March, 2022

No.F.5-2/2021(CPP-II).- In exercise of the powers conferred by Sub-Section (3) of Section 22 of the University Grants Commission act, 1956 and in amendment of earlier Gazette Notification on Specification of Degree issued on 5th July , 2014, the University Grants Commission (UGC) with the approval of the Central Government hereby notifies the fourth amendment in the said UGC Notification on Specification on Specification of Degrees. This amendment will come into force from the date of its publication in the official Gazette.

SPECIFIED DEGREES (Duration of degrees)

Sciences					
Specified Degrees			Level	Minimum Duration (Years)	Entry Qualification
Abbreviated		Expanded			
57.	MCA	Master of Computer Applications	Master's	2	BACHELOR'S
Duration of course reduced from 03 to 2 years					

Medicine & Surgery / Ayurveda / Unani / Homeopathy / Health & Allied Sciences / Pharmacy / Paramedical / Nursing:					
Specified Degrees			Level	Minimum Duration (Years)	Entry Qualification
Abbreviated	Expanded				
102	BOT	Bachelor of Occupational Therapy	BACHELOR's	4 1/2	10+2
Duration of course increased from 4 to 4 ½ years					

NEW SPECIFIED DEGREES

Engineering/Technology/Architecture/Design					
Specified Degree			Level	Minimum Duration (Years)	Entry Qualification
Abbreviated		Expanded			
134	B.F. Tech	Bachelor of Fashion Technology	MACHELOR’S	4	10+2
135	M.F. Tech.	Master of Fashion Technology	MASTER’S	2	BACHELOR’S
136	M.F.M.	Master of Fashion Management	MASTER’S	2	BACHELOR’S
137	B.U.D.	Bachelor of Urban Design	BACHELOR’S	4	10+2
138	M.U.D	Master of Urban Design	MASTER’S	2	BACHELOR’S
SPORTS					
Specified Degree			Level	Minimum Duration (Year)	Entry Qualification
Abbreviated		Expanded			
139	B.S. M	Bachelor of Sports Management	BACHELOR’S	3	10+2
140	M.S.M.	Master of Sports Management	MASTER’S	2	BACHELOR’S
141	B.S.S	Bachelor of Sports Science	BACHELOR’S	3	10+2
142	M.S.S	Master of Sports science	MASTER’S	2	BACHELOR’S

Prof. RAJNISH JAIN
Secretary

COMPENDIUM *of* UGC REGULATIONS 1957-2023

Decades of Quality Higher Education



University Grants Commission

Ministry of Education
Government of India, New Delhi

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