

HEI ID: HEI- DEB-U-0178 Name of HEI: Central University of Himachal Pradesh

Type of HEI: Dual Mode

Annual Report

OF

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

**PROGRAMMES UNDER
ONLINE LEARNING (OL) MODE (2025-26)**

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Part – I: General Information

Date of notification of the Centre: January 28, 2025 (Attach a copy of the notification)

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Details of Director, CIQA

- Name : **Prof. Ram Pravesh Rai**
- Qualification: **Ph.D.**
- Appointment Letter and Joining Report: Upload (PDF): **Uploaded**

Details of CIQA Committee:

S. No.	Designation	Nomination as	Name and Qualification	Specialization	Date of Nomination In CIQA Committee
a.	Vice Chancellor of The University	Chairperson	Prof. Sat Prakash Bansal, PhD	Travel and Tourism	28 January 2025
b.	Three Senior teachers of HEI •	Member 1	Prof. Pardeep Kumar, PhD	Animal Science	28 January 2025
		Member 2	Prof. Suman Sharma, PhD	Travel and Tourism	28 January 2025
		Member 3	Prof. Sandeep Kulshrestha, PhD	Travel and Tourism	28 January 2025
c.	Head of three Departments or School of Studies from which programme is being offered through Online mode	Member 4	By position Prof. Dipankar Sharma	MBA	28 January 2025
		Member 5	By position Prof. Mridula Sharda	Political Science	28 January 2025
		Member 6	By position Prof. Sanjeet Singh	Economics	28 January 2025

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d.	Two External Experts of ODL or Online Education	Member 7	Prof. Anita Priyadarshini, Director, STRIDE, IGNOU, New Delhi	Distance Education,	28 January 2025
		Member 8	Prof. Surender Kumar Sharma, CDOE, HPU, Shimla	Education	28 January 2025
e.	Administration (Registrar)	Member 9	Yes Sh. Sanjeev Kaushal	NA	28 January 2025
	Finance		Yes Sh. Hind Bhushan Kutlehria	NA	28 January 2025
f.	Director, CIQA	Member 10	Prof. Ram Pravesh Rai	New Media	28 January 2025

Regulations: <https://cdoe.cuhimachal.ac.in//storage/documents/ciqa/ciqa-guideline-1748843386.pdf>

If No, reason thereof:

Since the CDOE, Central University of Himachal Pradesh is in its first year of establishment, no member mentioned at 'b' to 'e' has been changed but compliance of UGC-DEB regulations in this regard would be ensured

a. No. of meetings held every year: 1

Meetings	Date-Month-Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting 1	16 Sep 2026	10	uploaded	uploaded

---NA---

[illegible]

---NA---

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

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

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

From <Month, Year>academic session:

-----NIL-----

----NA----

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

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

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

From <Month, Year>academic session:

-----NIL-----

----NA----

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

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

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

From <Month, Year>academic session: Total Five (05) Online Learning Prog.

Sr. No.	Post-graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	Number of students admitted (Male/Female/Trans-gender)			
							M	F	TG	Total
July-August 2025 Cycle										
1	MBA	02 Years	80 Credits	Three Year Bachelor/Undergraduate degree from a recognized university or an equivalent examination with a minimum of 120 credits.	96,800.00	Entitled by UGC-DEB to offer OL Programme on account of NAAC A+ Grade with CGPA of 3.42 from July 2023 onwards	31	17	---	48
2	MCA	02 Years	80 Credits	"Passed BCA/ Bachelor Degree in Computer Science and Engineering or equivalent Degree. OR Passed Bachelor Degree in any discipline with Mathematics at 10+2 Level or at Graduation Level.	70,200.00	--do--	19	7	---	26
3	MA (Economics)	02 Years	80 Credits	Three Year Bachelor/Undergraduate degree from a recognized university or an equivalent examination with a minimum of 120 credits.	25,950.00	--do--	9	7	---	16
4	MA (History)	02 Years	80 Credits		25,200.00	--do--	7	5	---	12
5	MA (Political Science)	02 Years	80 Credits		25,450.00	--do--	12	1	---	13
January-February 2026 Cycle										
1	MBA	02 Years	80 Credits	Three Year Bachelor/Undergraduate degree from a recognized university or an equivalent examination with a minimum of 120 credits.	96,800.00	Entitled by UGC-DEB to offer OL Programme on account of NAAC A+ Grade with CGPA of 3.42 from July 2023 onwards	22	7	---	29

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2	MCA	02 Years	80 Credits	"Passed BCA/ Bachelor Degree in Computer Science and Engineering or equivalent Degree. OR Passed Bachelor Degree in any discipline with Mathematics at 10+2 Level or at Graduation Level.	70,200.00	--do--	7	5	---	12
3	MA (Economics)	02 Years	80 Credits	Three Year Bachelor/Undergra	25,950.00	--do--	12	5	---	17
4	MA (History)	02 Years	80 Credits	duate degree from	25,200.00	--do--	9	2	---	11
5	MA (Political Science)	02 Years	80 Credits	a recognized university or an equivalent examination with a minimum of 120 credits.	25,450.00	--do--	7	2	---	9

Note: i) Above fee does not include Rs. 2000/- as registration/admission & application fee (Nonrefundable) payable at the time of applying online for admission on Samarth Portal.

ii) Details of the admitted students in both cycle is uploaded on the CDOE Website i.e. <https://cdoe.cuhimachal.ac.in/>

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

Action taken on the functions of CIQA:-

S.No.	Provisions in Regulations	Details of Action taken by CIQA and Outcome thereof (Not more than 500 words)	Upload Relevant Document
1.	Quality maintained in the services provided to the learners	Dedicated helpdesk to provide learner support for OL programme learners. High quality e-SLM for learners, Video lectures for learners. Monitoring Academic Planning through Academic Calendar. Regular Meetings of OL learners with the CDOE Administration, Programme Coordinators and Course Coordinators. Intensive Training of learners for using online platforms including Swayam and Online exam platform. Query resolutions of students by experienced faculty through online sessions.	https://cdoe.cuhimachal.ac.in/notification/learner-notice
2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	Periodical meetings with CDOE Administration to ensure the implementation of the Academic Calendar. Online Discussion Sessions with Online Learners to get their feedback. Evaluation of the feedback and undertaking measures for further improvements. Regular check on teaching-learning platforms like Swayam and Samarth Portal to ensure the quality delivery of the content. It is done through regular	https://cdoe.cuhimachal.ac.in/notification/learner-notice

		meetings with students, faculty and programme coordinators as well as proper deliberations on feedback received.	
3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	Development of e-SLM through involvement of experienced faculty, reviewers from host institution as well as other HEIs and NITTTR, Chandigarh, Ensuring issuance of programme-wise/ course-wise schedule of query- resolution sessions. Monitoring functioning of the Help-Desk and Learner Support Cell at regular intervals. Preparation of video lectures. Creating whatsapp groups for student support in each programme. Query resolution sessions by course coordinators.	https://cdoe.cu.himachal.ac.in/help-desk https://cdoe.cu.himachal.ac.in/Grievance-Guidelines https://cdoe.cu.himachal.ac.in/Learner-Guidelines
4.	Mechanism devised to ensure that the quality of Online programmes matches with the quality of relevant programmes in conventional mode (For Dual Mode HEIs)	Implementation of the same programme structure as followed in the conventional regular mode. Involvement of faculty from regular programmes in OL programmes for sharing their expertise and taking special sessions and query resolution sessions for OL learners. Active discussion forum on Swayam platform for taking up regular query-resolution sessions. Regular interaction with the online learners and imparting necessary training to acquaint with the Online Learning Process.	https://cdoe.cu.himachal.ac.in/programme-details/two-years-online-master-of-arts-economics-programme

5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.	Use of Online tools like; WhatsApp groups for students, Regular Online Meetings with OL learners to discuss students concerns and queries. Regular offline and online meetings with department heads, programme coordinators, course coordinators and dedicated faculty to resolve students' concerns and for improving delivery of OL programmes. Separate Programme-wise WhatsApp and Gmail groups to provide real-time learner support. Regular Meetings with Non-Teaching and Technical staff to identify and resolve issues faced by students in accessing technical digital platforms and other administration related problems. Regular meetings with central administration of University including Hon'ble Vice Chancellor and other higher authorities for improving the status and quality of OL programmes offered by CDOE.	https://mail.google.com/mail/u/2/#search/mca/FMfcgzQhWLNrZflmmrqCSJMMmdhMHPMR
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6.	Measures suggested to the authorities of Higher Educational Institution for qualitative improvement	Requirement of additional teaching posts, technical and administrative posts from UGC for OL programmes of CDOE has been submitted to the Authorities of the University. Launch of skill-based diploma and certificate courses through OL mode. Demand of additional budget / funds from UGC for OL programmes and other activities of CDOE are also submitted.	
7.	Implementation of its recommendations through periodic reviews	Regular discussion between CIQA and CDOE to discuss the feedback and suggestions received from Programme Coordinators (PCs), Course Coordinators (CCs) and students for quality improvement	
8.	Workshops/ seminars/ symposium organized on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.	Organize lectures and interactive sessions of external experts as well as of central administrative authorities of the university for CDOE staff, programme coordinators, course coordinators, dedicated faculty and other administrative and technical staff for improving quality planning and delivery of OL programmes. Staff meetings are conducted regularly to share the observations and taking informed decisions about various aspects of OL programmes.	https://cdoe.cuhimachal.ac.in/gallery/about-cdoe https://cdoe.cuhimachal.ac.in/gallery/an-insightful-orientation-cum-induction-session-organised-by-cdoe-cuhp

		Sharing of information with staff, students through notifications, circulars on whatsapp groups, CDOE exclusive website and online meetings.	
9.	Developed and collated best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution	Provision of Grievance redressal Committee and specific guidelines for grievance redressal of students. Immediate support through Learners' Support Service Cell (LSSC) Detailed FAQs and its answers for students and other concerned stakeholders. Developed specific Guidelines for Learner Support Services and Help-Desk. Use of WhatsApp groups for direct communication with students and programme coordinators, course coordinators and dedicated faculty.	https://cdoe.cuhimachal.ac.in/Grievance-Guidelines
10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	Online programmes launched in July/August, 2025 after getting approval from the UGC-DEB, so all data related to admissions, examinations, fee etc is properly maintained. The administrative records and files are properly maintained. The CDOE has exclusive file keeping and record maintaining structure which is open to scrutiny any time to ensure transparency in administration. Details of	https://cdoe.cuhimachal.ac.in/

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		approved programmes through OL mode, programme structure, fee structure as well as list of admitted students in every cycle is prepared and published through CDOE website	
11.	Measures taken to ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme	The Programme Project Report for each offered programme is prepared as per the norms and guidelines prescribed by the UGC-DEB and uploaded on the CDOE, Website.	https://cdoe.cuhimachal.ac.in/storage/programmes/guide/two-years-online-master-of-business-administration-mba-programme-guide-1754128325.pdf

12.	Mechanism to ensure the proper implementation of Programme Project Reports	All 05 OL programmes offered by CDOE are being implemented in accordance with the PPR of concerned programme. Proper implementation of the PPR is ensured through publication of the PPR on CDOE website, by sharing among learners and Programme Coordinators and Course Coordinators. Periodic evaluation of the PPRs and revision is ensured.	https://cdoe.cuhimachal.ac.in/storage/programmes/guide/two-years-online-master-of-business-administration-mba-programme-guide-1754128325.pdf
13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	YES, for ensuring quality teaching-learning process, academic calendar is prepared in consultation with the Core Committee for the OL Programmes and CIQA, further sharing the same with the PCs, CCs, and students for quality enhancement.	https://cdoe.cuhimachal.ac.in/storage/content_files/1782549527_academic%20calendar.pdf
14.	Inputs provided to the Higher Educational Institution for restructuring programmes in order to make them relevant to the job market.	Programme structures of the OL Programmes of the CDOE is relevant to the job market and it is developed after keeping the job market requirements. Experienced faculty, industry representatives as well as experts from the other HEIs are involved in the process. The structure further approved in the BoS of the concerned programme where Director, CDOE is the ex-officio member to ensure the requirement of the OL programmes. To update the same, feedback from PCs, CCs and students are considered.	

15.	Facilitated system-based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.	CDOE, CUHP has developed a learner centric eco-system through dedicated WhatsApp group, helpdesk, organising regular query resolution sessions, discussion forums, online meetings etc.	https://cdoe.cuhimachal.ac.in/help-desk
16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	CDOE, CUHP is in its inception stage, it has planned to get the accreditation after successful completion of two/three batches of OL programmes	
17.	Measures adopted to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit	To ensure the quality in its internal system of online learning, CDOE operates under the overall guidance of Core Committee of the University for OL programmes and monitoring the quality it has CIQA since its establishment which monitor the internal functioning of the CDOE and provide regular feedback for improving quality	
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	CDOE, CUHP regularly updates itself with the UGC-DEB regulations and share the same with all the stakeholders including learners. CDOE follows all regulation and guidelines of the UGC-DEB. In case of any clarification, CDOE, CUHP contacts UGC-DEB through e-mail, phone etc.	

19.	Information obtained from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.	Yes, to ensure quality and introduce best practices, CDOE, CUHP collects information from the HEIs through personal contacts, social media handles, websites regarding their best practices and quality initiatives and further implemented for quality enhancement	
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	Annual report of the CIQA will be prepared as CDOE, CUHP has completed only a year of establishment. It is presently under preparation stage for the first year	
21.	(a) Submitted Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session.	Annual report will be submitted as CDOE, CUHP has completed only one year of establishment	
	(b) Submitted a copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution annually to the Commission.	Duly approved annual reports of the CDOE, CUHP will be submitted to the Commission once it will be prepared and approved by competent authority of university as CDOE, CUHP has completed only a year of establishment	
22.	Overseen the functioning of Centre for Internal Quality Assurance and approve the reports generated by Centre for Internal Quality Assurance on the effectiveness of quality assurance systems and processes	As it is first year of CDOE, CUHP, reports will be prepared as per UGC-DEB guidelines	

23.	Facilitated adoption of instructional design requirements as per the philosophy of the Online learning decided by the statutory bodies of the HEI for its different academic programmes	Yes, CIQA monitors and facilitates the adoption of instructional design as per four quadrant approach of online learning (Swayam) in consonance with the UGC-DEB guidelines and philosophy of online learning. Moreover, e-SLM, e-tutorials/ video lectures, weblinks, OERs are also shared with learners.	
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24.	Promoted automation of learner support services of the Higher Educational Institution	Entire eco-system of the CDOE, CUHP is automated from application submission to examination through Samarth Portal, Swayam Platform, 24*7 HelpDesk, online complain management mechanism, delivery of the support services through CDOE website, email, googlemeet, ciscowebex, WhatsApp groups, online remote proctored examination platform etc.	
25.	Coordinated with external subject experts or agencies or organisations, the activities pertaining to validation and annual review of its in-house processes	Expert academic experts as well as Industry experts are involved in the process of online learning of CDOE, CUHP. Further CIQA reviews the process and mechanism regularly. Special feedback and query resolution sessions are organized for learners and FDPs/ Workshops with the help of external experts are organized to improve the quality	
26.	Coordinated with third party auditing bodies for quality audit of programme(s)	As it is first year of establishment of CDOE, CUHP, the third party quality audit will be done by CDOE in addition to CIQA audit	
27.	Overseen the preparation of Self-Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution	As it is first year of establishment of the CDOE, CUHP, Self-Appraisal Report will be submitted for Assessment and Accreditation	
28.	Promoted collaboration and association for quality enhancement of Online mode of education and research therein	YES, external experts from well renowned and established HEIs like IIT, Madras, IGNOU, STRIDE, NITTTR are involved for quality enhancement and	

		assurance	
29.	Facilitated industry-institution linkage for providing exposure to the learners and enhancing their employability.	Yes, while developing programme structure, course contents, e-SLM development, industry experts are involved in various bodies like BoS, School Board, Academic Council etc. Moreover, courses have content on skill components, courses on dissertation, field work, experiential learning, lab components etc.	

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

Sr.No.	Provisions in Regulations	Action taken in respect of online programmes	Upload relevant document

1.	Governance, Leadership and Management: a. Organisation Structure and Governance b. Management c. Strategic Planning d. Operational Plan, Goals and Policies	Yes, CDOE, CUHP strictly comply with the quality monitoring mechanism - Has a clear organisational structure in the form of Organogram - Has a dedicated administrative team - Prepare and publish academic calendar - Are specified through programme Guides and a separate University Ordinance No. 51	https://cdoe.cuhimachal.ac.in/ https://cdoe.cuhimachal.ac.in/storage/programmes/guide/two-years-online-master-of-computer-applications-mca-programme-guide-1754128134.pdf
2.	Articulation of Higher Educational Institution Objectives	Yes, HEIs objectives are clearly articulated and published through website, admission prospectus, PPRs and others platform like social media etc.	https://cdoe.cuhimachal.ac.in/about-cdoe
3.	Programme Development and Approval Processes a. Curriculum Planning, Design and Development b. Curriculum Implementation c. Academic Flexibility d. Learning Resource e. Feedback System	Yes, clear processes are established and put in practice - Through CDC, BoS and School Board - Through PCs, CCs and Dedicated Faculty - Multiple Entry and Exit and Follows CBCS - Online Platform like Swayam, Samarth, Social media platforms like WhatsApp and Google Meet/ Cisco Webex - Online feedback through LSS Cell and regular online meetings with PCs, CCs and students	https://cdoe.cuhimachal.ac.in/
4.	Programme Monitoring and Review	Online programmes are monitored through Programme Coordinator, BoS, School Board, CIQA, and Academic Council	
5.	Infrastructure Resources	Have adequate infrastructure as per UGC-DEB regulation	

6.	Learning Environment and Learner Support	Online learning environment is learner friendly and learner supportive. CDOE, CUHP has clear policy and detailed guidelines for learner support services and a dedicated 24*7 helpdesk and the same are publicized through website and digital campaign	https://cdoe.cuhimachal.ac.in/Learner-Guidelines
7.	Assessment and Evaluation	Assessment and Evaluation process of the CDOE's OLP programme is in accordance with the UGC-DEB regulations and done through online remote proctored examination in both components of assessment i.e. CIA and End Semester Examination. Periodic review of the question papers and assessment platforms is also done as per university norms	https://online-degree.swayam2.ac.in/
8.	Teaching Quality and Staff Development	To ensure the quality in teaching process and learners support services, capacity building programmes in the form of FDPs/ Workshops, special interactive sessions etc are organized in collaboration with IGNOU-STRIDE, IIT, Madras, external experts etc.	https://cdoe.cuhimachal.ac.in/notification/learner-notice

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

Sr.No.	Provisions in Regulations	Action taken in respect of online programmes	Upload relevant document
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1.	Academic Planning	CDOE, CUHP issued academic calendar for each admission cycle. Prepared detailed programme guide for each OL programme. Issued prospectus for each admission cycle and all are publicized through website and social media	https://cdoe.cuhimal.ac.in/
2.	Validation	Quality processes of CDOE, CUHP are validated through Core Committee of CUHP for OL programmes and CIQA committee	
3.	Monitoring, Evaluation and Enhancement Plans a. Reports from Examination Centres b. External Auditor or other External Agencies report c. Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institution levels d. Reporting and Analytics by the Higher Educational Institution e. Periodic Review	Monitoring is done through CDOE, CIQA and Core Committee at internal level Moreover, each programme and course of the OL programme is monitored and evaluated at department level through BoS and School Board. - Placed before Core Committee and CIQA - Will be placed for external academic audit as it is first year of establishment of CDOE, CUHP - Will be prepared and placed for review as it is first year of establishment of CDOE, CUHP - Regular review at CDOE level through Core Committee and CIQA	

Part – III: Human Resources and Infrastructural Requirements

Name and details of Director of Centre for Distance and Online Education (Dual Mode University) - Regular, full time, at least Associate Professor

Or

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

Director, Prof. Vishal Sood

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

Or

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

Deputy Director, Prof. Chaman Lal

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

Or

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

Assistant Director, Dr. Harish Kumar

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

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

The Centre for Distance and Online Education has appointed adequate staff as per UGC-DEB norms for smooth functioning of the centre and proper implementation OL programmes. Other than administrative and technical staff, there are programme coordinator for each OL programme, course Coordinators for each course in concerned OL programme and two dedicated faculty members in each programme for providing student support.

i. Programme name: MA (Economics), MBA, MA (History), MA (Political Science), MCA**a. Programme Coordinator**

S. No.	Names with Designation	Qualification	Experience	Type(Regular/Contract) with gross salary/ month	Date of joining programme
1.	Prof. Sanjeet Singh, Professor	Ph.D. Economics	16 Years	Regular	07.03.2025
2.	Dr. Aditi Sharma, Assistant Professor	Ph.D. Management	14 Years	Regular	07.03.2025
2	Dr. Jagdish Parshad, Associate Professor	Ph.D. History	13 Years	Regular	07.03.2025
3	Dr. Vimal Kumar Kashyap, Assistant Professor	Ph.D. Political Science	09 Years	Regular	22.07.2025
4	Dr. Parveen Sadotra, Assistant Professor	Ph.D. Computer Science	04 Years	Regular	07.03.2025

b. Course Coordinators

S. No.	Course Name	Names with Designation	Qualification	Experiences	Type(Regular/Contract)withgrosssalary/month	Date of joining program me
1.	MBA	Prof. Surya Rashmi Rawat, Professor	Ph.D.	18 Years	Regular	07.03.2025
2.		Dr. Bhawana Bhardwaj, Professor	Ph.D.	14 Years	Regular	07.03.2025
3.		Dr. Aditi Sharma, Associate Professor	Ph.D.	14 Years	Regular	07.03.2025
4.		Dr. Manpreet Arora, Professor	Ph.D.	14 Years	Regular	07.03.2025
5.		Dr. Devesh Kumar, Professor	Ph.D.	17 Years	Regular	07.03.2025
6.		Dr. Alka Lalhall	Ph.D.	10 Years	Regular	07.03.2025
7.		Dr. Sarvesh Kumar, Associate Professor	Ph.D.	16 Years	Regular	07.03.2025
8.		Dr. Rita Devi, Assistant Professor	Ph.D.	12 Years	Regular	07.03.2025
9.		Dr. Ruchi Sharma Assistant Professor	Ph.D.	03 Years	Regular	07.03.2025

1.	History	Dr. Jagdish Parsad	Ph.D.	03 Years	Regular	07.03.2025
2.		Dr. Rajeev Kumar	Ph.D.	06 Years	Regular	07.03.2025
3.		Dr. Thuktan Negi	Ph.D.	06 Years	Regular	07.03.2025
4.		Prof. Kanwar Chanderdeep Singh	Ph.D.	06 Years	Regular	07.03.2025
5.		Dr. Raghvendra Yadav	Ph.D.	06 Years	Regular	07.03.2025
6.		Dr. Pravat Ranjan Sethi	Ph.D.	06 Years	Regular	07.03.2025
1.	Economics	Dr. Kamal Singh, Assistant Professor	Ph.D.	19 Years	Regular	07.03.2025
2.		Dr. Amit Kumar Basantaray, Assistant Professor	Ph.D.	14 years	Regular	07.03.2025
3.		Dr. Vinod Naik, Assistant Professor	Ph.D.	13 Years	Regular	07.03.2025
4.		Dr. Indervir Singh, Assistant Professor	Ph.D.	15 Years	Regular	07.03.2025
1.	Political Science	Prof. Mridula Sharda, Professor	Ph.D.	30 Years	Regular	07.03.2025
2.		Dr. Jyoti, Assistant Professor	Ph.D.	10 Years	Regular	07.03.2025
3.		Dr. Vimal Kumar Kashyap, Assistant Professor	Ph.D.	15 Years	Regular	07.03.2025
4.		Ms. Aaradhana Singh, Assistant Professor	Ph.D.	07 Years	Regular	07.03.2025
5.		Prof. Bhag Chand Chauhan, Professor, IKS	Ph.D.	20 years	Regular	07.03.2025
6.		Dr. Pravat Ranjan Sethi, Assistant Professor	Ph.D.	07 Years	Regular	07.03.2025
1.	MCA	Mr. Ajay Kumar	Ph.D.	10 Years	Regular	07.03.2025
2.		Dr. Parveen Sadotra, Assistant Professor	Ph.D.	06 Years	Regular	07.03.2025
3.		Dr. Pankaj kumar s/o Late. Sh. Maniram, Assistant Professor	Ph.D.	06 Years	Regular	07.03.2025
4.		Mr. Manoj Dhiman	Net/MCA	10 Years	Regular	07.03.2025

5.		Dr. Pradeep Chouksey	Ph.D.	13 Years	Regular	07.03.2025
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Course mentor : Not Applicable; as no. of students required more than 200 for Course Mentor

Details of Administrative staff

a. Number of Administrative staff available exclusively for Online programmes

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

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

<https://cdoe.cuhimachal.ac.in/administrative-technical-staff>

b. Number and details of Technical Support for Online Programmes as per Annexure -IV:

i. Technical Team for Development of e-Content as Self-Learning e- Modules:

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

Video editing)		Yes
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ii. **For Delivery of Online Programmes:**

Post	Required	Available
Technical Manager (LMS and Data Management)	1 (per Centre)	Yes
Technical Assistant (LMS and Data Management)	2	Yes (01)

iii. **For Admission and Examination for Online mode:**

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

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

<https://cdoe.cuhimachal.ac.in/administrative-technical-staff>

Part – IV: Examinations

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

S.No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
1.	All processes of assessment of learners in different components of Examination shall be directly handled by the concerned Institution and no part of the assessment shall be outsourced	Different components of examination are conducted by CDOE, CUHP at internal level through proctored examination. CIA conducted at PCs and CCs level and end semester examination is conducted through proctored mechanism by the Office of the COE, CUHP. No part of the assessment is outsourced	N.A.
2.	For ensuring transparency and credibility, the full time faculty of the Online mode Higher Educational Institutions or qualified faculty from University Grants Commission recognized Higher Educational Institutions only should be associated to function as invigilators, examination superintendents, as observers etc	YES, as Per University Ordinances no. 51 for OL programmes, online proctored, Centre Superintendent and Deputy Superintendent from regular faculty of the University are appointed for the end semester proctored examination	NA
3.	A Higher Educational Institution offering programme through Online mode shall conduct examinations either using Computer based test or pen and paper test in a proctored environment in designated test centre with all the security proctoring.	YES Remote Proctored Examination through Online Mode including computer-based questions and handwritten paper-pen type questions.	NA

4.	The examination centre must be centrally located in the city, with good connectivity from railway station or bus stand, for the convenience of the students.	NA (Conducts Only Remote Proctored Examination through Online Mode)	
5.	The number of examination centres in a city or		

S.No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
	State must be proportionate to the student enrolment from the region	NA (Conducts Only Remote Proctored Examination through Online Mode)	
6.	Building and grounds of the examination centre must be clean and in good condition.	NA	
7.	The examination centre must have an examination hall with adequate seating capacity and basic amenities	NA	
8.	Fire extinguishers must be in working order, locations well marked and easily accessible. Emergency exits must be clearly identified and clear of obstructions	NA	
9.	The Examination Centre shall have adequate and comfortable seating capacity and amenities including adequate lighting, ventilation and clean drinking water facilities	NA	
10.	Safety and security of the examination centre must be ensured	NA	
11.	Restrooms must be located in the same building as the examination centre, and restrooms must be clean, supplied with necessary items, and in working order	NA	

12.	Provision of drinking water must be made for learners	NA	
13.	Adequate parking must be available near the examination centre	NA	
14.	Facilities for Persons with Disabilities should be available	NA	

Compliance of facilities required for the conduct of Online examination for online programmes

S.	Provisions in Regulations	Whether	If No,
No.		being complied Yes/No If yes, please provide details and upload relevant documents	Reason thereof
1.	Requirements at Test Centres (as mentioned in provision II (B)(13)(i) of Annexure II)	NA	(Conducts Only Remote Proctored Examination through Online Mode)
2.	Requirement of proctors (as mentioned in provision II (B)(13)(ii) of Annexure II)	YES	Proctors from regular faculty of the University are appointed for remote proctoring
3.	Security arrangements in the testing centre (as mentioned in provision II (B)(13)(iii) of Annexure II)	NA	(Conducts Only Remote Proctored Examination through Online Mode)
4.	Remote Proctoring (as mentioned in provision II (B)(13)(iii) of Annexure II)	YES	Proctors from regular faculty of the University are appointed for remote proctoring

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

HEI ID: HEI-**Name of HEI: Central University****Type of HEI: dual mode**

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
1.	The Higher Educational Institution shall adopt the guidelines issued by the Commission for the conduct of proctored examinations.	Yes, UGC-DEB regulations are adopted for remote proctored examination	---NA---
2.	A Higher Educational Institution offering Online programmes shall have a mechanism well in place for evaluation of learners enrolled through Online mode and their certification.	Yes, a clear mechanism of evaluation of learners is in place as per UGC-DEB regulations	---NA---

3.	The evaluation shall include two types of assessments continuous or formative assessment and summative assessment in the form of end semester examination or term end examination: Provided that no semester or year-end examination shall be held unless: i) The Higher Educational Institution is satisfied that at least 75 per cent. of the programme of study stipulated for the semester or year has been actually conducted; ii) For Online mode: the learner has minimum participation of 75 per cent. in all the activities of Online programme prior to end semester examination or term end examination.	YES (70 % ESE and 30% Continuous Internal Assessment) as per UGC-DEB guidelines. The mechanism is also publicized through Prospectus and Programme Guide YES YES	https://cdoe.cuhimachal.ac.in/
4.	The curricular aspects, assessment criteria and credit framework for the award of Degree programmes at undergraduate and postgraduate level and/or Post Graduate Diploma programmes through online mode shall be evolved by adopting same standards as being followed in conventional	Yes, Curricular aspect and credit framework for the award of degree through OL mode is same as followed in conventional mode.	---NA---

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	mode/ODL mode by the dual mode Higher Educational Institutions and in Open Distance Learning mode by the Open Universities		
5.	The weightage for different components of assessments for Online mode shall be as under: (i) continuous or formative assessment (in semester): Maximum 30 per cent. (ii) summative assessment (end semester examination or term end examination): Minimum 70 per cent.	Yes, components of assessment and the respective weightages are strictly as per UGC-DEB regulations	
6.	The Higher Educational Institution shall notify all assessment tools to be used for formative and summative assessments	Yes, CDOE, CUHP notify all the assessment tools to be used for assessment and the same are in the Prospectus and Programme Guides of the OL programme. Detailed mechanism of the assessment is given in the Assessment and Examination System component in the prospectus at page no. 50	https://cdoe.cuhimachal.ac.in/documents/final_1.pdf
7.	Marks or grades obtained in continuous assessment and end semester examinations or term end examinations shall be shown separately in the grade card	Yes, grade cards will be issued as per UGC-DEB regulations	

8.	A Higher Educational Institution offering a Programme in Online mode shall adopt a rigorous process in development of question papers, question banks, assignments and their moderation, conduct of examination, evaluation of answer scripts by qualified teachers, and result declaration, and shall so frame the question papers as to ensure	Question papers of end-semester examinations are set by the Approved panel of external subject expert and online remote proctored examination is conducted under the overall supervision of the Controller of Examination of the University and Dedicated Centre Superintendent, Deputy Centre Superintendent and online proctors are appointed to monitor the examination process. In order to curb malpractices in online examinations, dual camera surveillance along with other security features are adopted. Examination discipline committees have been constituted for each programme to oversee examination conduct and to deal with unfair means cases in online examinations.	
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S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason there of
	that no part of the syllabus is left out of study by a learner.		
9.	The examination of the programmes in Online mode shall be managed by the examination or evaluation Unit of the Higher Educational Institution and shall be conducted in the examination centre as given under these regulations.	Yes, CDOE has specifically appointed admission and examination incharge to look after admission and examination related matters. Online remote proctored examinations are conducted under the overall supervision of the Controller of Examination of the University and Dedicated Centre Superintendent, Deputy Centre Superintendent and online proctors are appointed to monitor the examination process. In order to curb malpractices in online examinations, dual camera surveillance along with other security features are adopted. Examination discipline committees have been constituted for each programme to oversee examination conduct and to deal with unfair means cases in online examinations.	
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	In Online proctored examination, dual camera surveillance along with other security features like learners' authentication through face recognition, login credentials etc. are adopted. Recordings of examination is kept to identify cases of UMC on random basis after the conduct of examination as well as through live	

		proctoring during the examinations.	
	(b) Availability of biometric system	Yes, entry in online proctored examination through face detection of candidate.	---NA---
	(c) The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners and Passports for International learners	Yes, as per login credentials given to students for getting entry into online proctored examination platform after verification of face of candidates.	
	(d) In case of non-availability of the Closed-Circuit Television facilities, the Higher Educational Institution shall ensure that proper videography be conducted, and video recordings are submitted by particular in charge of examination	NA As online exams are conducted through remote proctoring Mode	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	centre to the Higher Educational Institution		
11.	The Higher Educational Institution shall retain all such Closed-Circuit Television recordings in archives for a minimum period of five years	Yes	Recording of online proctored examination is kept in repository
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	In addition to Dedicated Centre Superintendent, Deputy Centre Superintendent, One Proctor per 20 candidates is deputed for remote proctoring during live online examinations.	NA
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	Yes, Online reports are generated for each course regarding conduct of examination	NA
13.	An Higher Educational Institution offering programme through Online mode shall conduct examinations either using technology enabled online test with all the security be laid down by the Commission	Yes, CDOE conducts online/ remote proctored exam with high security features to ensure transparency and credibility of examination as per the guidelines laid down by the UGC-DEB	NA

HEI ID: HEI-

Name of HEI: Central University

Type of HEI: dual mode

14.	As restriction of territorial jurisdiction is not applicable for Online learning, such Higher Educational Institutions which are recognised to enroll international learners shall endeavour to conduct proctored examinations for such learners	Yes, CDOE, CUHP has the mechanism of Remote Online Proctored examination for international learners too as per the UGC-DEB regulations.	NA
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S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
15.	(a) Each award of Degree at undergraduate and postgraduate level and post graduate diploma for Online mode shall be assigned a unique identification number and shall have i. Photograph ii. Aadhaar number or other government recognised identifier or Passport number, as applicable, iii. Other relevant details of the learner along with the Programme name.	Yes, It shall be ensured fully	N.A.
	(b) Each award shall also be uploaded on the National Academic Depository	Yes, it shall be ensured fully	N.A.

HEI ID: HEI-**Name of HEI: Central University****Type of HEI: dual mode**

16.	It shall be mandatory for Higher Educational Institution to mention the following on the backside of each of the degrees/certificates and mark sheets issued by the Higher Educational Institution to the learners (for each semester certificate and at the end of the programme): (i) Mode of delivery; (ii) Date of admission; (iii) Date of completion; (iv) Name and address of all Examination Centres	Yes, Degrees will be issued as per the guidelines and provisions of the UGC-DEB	N.A.
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Result and Student Progression**For UG, PG and PGD programmes**

Semester beginning	Programme name	No. of students admitted	No. of students appeared in exams	No. of students progressed to next year	% of student s passed	% of students "passed in first class"
JULY 2025	MBA	47	35	35	To be announced	To be announced
	MCA	26	25	25	To be announced	To be announced
	MA Economics	12	12	12	To be announced	To be announced
	MA Political Science	12	8	8	To be announced	To be announced
	MA History	16	9	9	To be announced	To be announced

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

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

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

The HEI has prepared the PPR in accordance with the UGC-DEB guidelines and norms and same are approved by the BoS, School Board, Academic Council as well as the Executive Council of the University. These PPRs are developed by the PCs and CCs in coordination with the faculty of the regular department of the University.

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

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

CDOE, CUHP has prepared the e-self-learning material (e-SLM) in accordance with the guidelines of UGC-DEB following four-quadrant approach of Swayam courses / OL programmes. CDOE has also used various media tools for the self-learning material. Further, it regularly revises the learning material based on the feedback of the faculty and learners. E-SLM, video lectures, discussion forum, OERs are shared through WhatsApp groups, emails, live query resolution session other than Swayam Platform.

<https://online-degree.swayam2.ac.in/> and <https://cdoe.cuhimachal.ac.in/>

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

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

HEI ID: HEI-

Name of HEI: Central University

Type of HEI: dual mode

CDOE, CUHP has ensured the development of e-Learning Material as per UGC-DEB regulation. More than 70 percent e-Learning material is developed by the inhouse faculty and rest is developed by the NITTR, Chandigarh. After preparation of e-SLM, the same was reviewed by the external reviewers duly appointed by the University Authority. After review, each e-SLM is approved by the statutory bodies of the University.

Part – VI: Programme Delivery through Learning Platform

Details of Learning Platform

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

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

CDOE, CUHP has the access to SWAYAM platform through MoU with IIT, Madras and delivery of the e-Learning Material is done through the Swayam platform which is duly approved by the Statutory Bodies of the University. (https://online-degree.swayam2.ac.in/univ_details/CUHP)

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

CDOE, CUHP has the access to SWAYAM platform. Besides this, for delivery of learner support services, CDOE has its own in-house system and uses google meet/Google Classroom/Cisco webex/whatsapp

Compliance status in respect of the Programme delivery

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

CDOE, CUHP has a mechanism of programme delivery as per UGC-DEB Regulations and ensures regular discussion through online forums and query resolution sessions. Online interactions with learners is a regular feature of CDOE programme delivery.

HEI ID: HEI-U-**Name of HEI: Central University****Type of HEI: dual mode**

Whether e-learning material of any course in a particular programme was sourced through OER/ Massive Open Online Courses: Y/N Provide details as under: ----- **NO** -----

S. No.	Programme Name	Courses allowed through OER/ MOOC	Name of Platform	Name of HEI offering the course (if any)	Duration of the Course	No. of Credits assigned to the Course	Percentage of total courses in a particular programme in a semester (Semester
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							wise – programmes wise)

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

Upload

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

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

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
1.	Joint declaration by authorized signatories, Registrar and Director of Centre for Internal Quality Assurance has been displayed on HEI website authenticating that the documents from Sr. No. '2' to '17' have been uploaded on the HEI website?	Yes, Displayed	
Uploading of the following on HEI website (Mention link)			
2.	The establishing Act and Statutes there under or the Memorandum of Association, as the case may be or both, of the Higher Educational Institution, empowering it to offer programmes in Online mode	CDOE, CUHP is entitled to offer OL programme as per UGC-DEB Regulation and has the approval to offer the OL programme. Same has been publicized through Prospectus also. Notification regarding this is given on the Prospectus at page no. 4	https://cdoe.cuhimachal.ac.in/documents/Admission_Prospectus.pdf
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	Same has been publicized through Prospectus also. Notification regarding this is given on the Prospectus at page no. 4	https://cdoe.cuhimachal.ac.in/documents/Admission_Prospectus.pdf

4.	Programme details including brochures or programme guide inter alia information such as name of the programme, duration, eligibility for enrolment, programme fee, programme structure	Details are given on the Prospectus and Programme Guides of the respective OL programme.	https://cdoe.cuhimachal.ac.in/documents/Admission_Prospetus.pdf
5.	Programme-wise information on syllabus, suggested readings, contact points	Details are given on the Programme Guides of the respective OL programme. Separate syllabus is also given on CDOE website	https://cdoe.cuhimachal.ac.in/storage/programmes/guide/two-years-online-master-of-computer-applications-mca-programme-guide-1754128134.pdf

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
	counselling/mentoring, programme structure with credit points, programme-wise faculty details, list of supporting staff, their working hours and mentoring (for Online mode) Schedule	https://cdoe.cuhimachal.ac.in/documents/Admission_Prospectus.pdf	
6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.	All information related to admission, examinations etc are shared through online media, e-mail, whatsapp groups as well as uploaded on the CDOE website	https://cdoe.cuhimachal.ac.in
7.	Detailed strategy plan related to Online programme delivery, if any including learning materials offered through Online and learner assessment system and quality assurance practices of Online learning programmes	CDOE, CUHP develops PPRs, Academic Calendar, Programme Guides and Admission prospectus covering all aspects of online learning and share these with learners and other stakeholders through website as well as other online platforms.	https://cdoe.cuhimachal.ac.in

HEI ID: HEI-U-**Name of HEI: Central University****Type of HEI: Dual Mode**

8.	The feedback mechanism on design, development, delivery and continuous evaluation of learner-performance which shall form an integral part of the transactional design of the Online programmes and shall be an input for maintaining the quality of the programmes and bridging the gaps, if any	Feedback on e-Learning Material as well as delivery mechanism is collected from PCs, CCs and learners. Suggestions so obtained are implemented for further improvement to ensure quality of OL programme.	
9.	Information regarding all the programmes recognised by the Commission	Yes, information regarding UGC-DEB recognition is shared with learners through prospectus, programme guide, CDOE website and social media channels.	https://cdoe.cuhimachal.ac.in/documents/Admission_Prospectus.pdf

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
10.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	Yes, enrolment data of admission is maintained and uploaded on CDOE website and also shared with UGC-DEB	https://cdoe.cuhimachal.ac.in
11.	Complete information about 'e-Learning Material' including name of the faculty who prepared it, when it was prepared and last updated for Online Programmes;	Complete details of e-Learning Material is given at the front page of the e-learning materials and same is uploaded on the Swayam Platform. Moreover, complete details of the course coordinators are also given on the prospectus, programme guide and CDOE website.	https://cdoe.cuhimachal.ac.in/storage/programmes/guide/two-years-online-master-of-computer-applications-mca-programme-guide-1754128134.pdf
12.	A compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of online interaction with learners providing hyperlink support for Online Programmes	Yes, CDOE CUHP has prepared a detailed FAQs with answers to address the common queries of the learners and other stakeholders. It is available on CDOE website and prospectus	https://cdoe.cuhimachal.ac.in/faqs
13.	List of the 'Examination Centres' alongwith the number of learners in each centre, for Online programmes	----NA---- As CDOE, CUHP conducts online proctored examination for OL programmes	
14.	Details of proctored examination in case of end semester examination or term end examination of Online programmes	Details regarding the process of online remote proctored examination are given in the PPRs, Programme Guides,	https://cdoe.cuhimachal.ac.in

		Prospectus as well as examination circulars notified on the CDOE website.	
15.	Academic Calendar mentioning period of the admission process along with the academic session, dates of continuous and end semester examinations or term end examinations, etc	Yes, CDOE, CUHP prepared detailed academic calendar mentioning every aspect related to admission process, academic session and examination schedule etc.	https://cdoe.cuhimachal.ac.in/notification/examination-notice
16.	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	Reports will be prepared as CDOE CUHP is in its first year of establishment	

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

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

	the instructions or orders issued by Central Government or State Government: Provided that a Higher Educational Institution shall not engage in commercialization of education in any manner whatsoever, and shall provide for equity and access to all deserving learners	
5.	Admission of learners to a Higher Educational Institution for a programme in Online mode shall be offered in a transparent manner and made directly by the Head Quarters of the Higher Educational Institution which shall be solely responsible for final approval relating to admissions or registration of learners	Yes, complied
6.	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.	Yes, complied Yes, complied Yes, complied Yes, complied
7.	Every Higher Educational Institution shall publish, prior to the date of commencement of admission to any of its programme in Online mode, a prospectus (print and in e-form) containing the following for the purposes of informing those persons intending to seek admission to	

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

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

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

	Educational Institution	
14.	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	Yes, complied Yes, complied

Whether Higher Educational Institution provided the details of all International learners enrolled immediately after the beginning of the academic session to the Ministry of External Affairs, Ministry of Education and University Grants Commission: Yes/No

If No, reason thereof: so far, no international learners enrolled:

Not applicable to CDOE, CUHP as no international learner has been enrolled in OL programmes yet. Whenever CDOE, CUHP will enroll international learners, it will fully comply with the UGC-DEB regulations in this regard.

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

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

CDOE, CUHP has a well established Grievance Redressal Mechanism. It has developed a detailed guidelines for grievance redressal and the same are published through CDOE website. (<https://cdoe.cuhimachal.ac.in/Grievance-Guidelines>).

For effective handling and dealing with any type of grievance/issue of CDOE learner, a dedicated Helpdesk-cum-Learner Support Services (LSS) Cell of CDOE, CUHP is working to ensure the hassle free learning experience for its learners and provide every kind of guidance and counselling as well as 24x7 support for 365 days in an year. This Helpdesk-cum-LSS Cell is a central access point for all learners to address their issues. Learners may approach the Cell for all issues related to admission counselling, e-SLM, assignments, Fee, Examinations, award of degrees, handling of online platforms (SAMARTH, SWAYAM, LMS and others) etc.

Learners may contact this Helpdesk / Cell at the following:

- Phone No. 01892-229330
- Email: helpdeskcdue.cuhp@hpcu.ac.in

Contact Persons:

- Dr. Sudam Charan Sahu
- Ms. Aishwarya Rai
- Sh. Rohit Dhiman

If learners are not satisfied from the response getting from Helpdesk / Cell and still have any grievance/ issue, they may approach Students' Grievance Redressal Committee. The learners' grievances / issues, if any, shall be addressed in the following manner:

- A student, who has any Grievance of the nature and type as mentioned above, may submit an application to the Assistant Director CDOE by Post/ e-mail (assistantdirector.cdcoe@hpcu.ac.in) or in person. A Google form has also been created and link for the same is given at the end of these guidelines to address the learners' grievances in a time bound manner.
- The Committee shall conduct a meeting and verify the facts and try to redress the grievance of the student at the earliest possible.
- The Committee shall make all efforts to resolve the student' grievance within a period of 15 days of its receipt by the office of Assistant Director, CDOE.
- While dealing with the complaint, the Committee will observe and follow law of natural justice and hear the complainant and concerned persons/officials.
- Learners with disability may submit their grievances through telephone and/or email to Helpdesk-cum-LSS Cell (Phone No. 01892-229330, Email: helpdeskcdue.cuhp@hpcu.ac.in).
- Learners may withdraw grievance without prejudice at any time.
- Learner may know about the status of his or her queries or grievance on priority through phone or e-mail.
- Learners of CDOE, CUHP can submit their grievances online with regard to admission / result / fee / SLM / assignments etc. by filling the Grievance Form through following Google Form Link: <https://docs.google.com/forms/d/e/1FAIpQLSfiZUtLuJjcom2Y1>

HEI ID: HEI-

Name of HEI: CUHP

Type of HEI: Dual Mode

The Centre has its own Grievance Committee that aims to resolve the grievances of the online mode learners.

Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
02	02

Complaint Handling Mechanism

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

Details of Complaints received from UGC (DEB)

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

Part – X: Innovative and Best Practices

Innovations introduced during academic year

Extensive use of advanced technological tools for students' engagement and participation like; WhatsApp groups for each programme and course, special online query resolution sessions, regular online meetings through Google Meet and Cisco Webex.

Best Practices of the HEI

Direct accessibility of OL learners to the academic staff through WhatsApp and google meet etc, Dedicated Help-Desk and Learner Support Service Cell and centralized support mechanism in the form of periodical meetings and capacity building training programmes to handle the online teaching-learning as well as admission and examination platforms.

Details of Job Fairs conducted by the HEI

As it is first year of establishment of CDOE, CUHP, but CDOE has a plan to organise the job fairs in the last semester of the first batch of OL programmes.

Success Stories of students of Online mode of the HEI

As the CDOE, Centre is in its inception stage and first year of first batch admitted in August, 2025 is going on, so no such case is there to report. But, CDOE, CUHP will publish such success stories through its website and social media.

Initiatives taken towards conversion of e-LM into Regional Languages

Presently e-SLM is in English language but CDOE, CUHP have a mechanism of bi-lingual transactional delivery especially in discussion forum, e-tutorials and online meetings for query resolution of learners. Moreover, CDOE, CUHP is planning to translate the e-SLM in Hindi language for the OL learners of the Hindi speaking region of India.

Number of students placed through Campus Placements

As it is first year of establishment of CDOE, CUHP as no such data is available. However, efforts will be made to provide job opportunities to learners of OL programmes in future.

Details of Alumni Cell and its activity

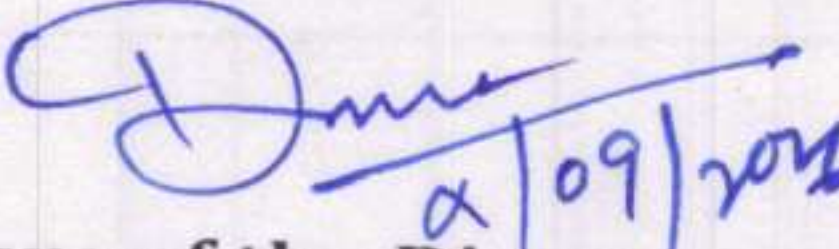
As it is first year of establishment of CDOE, CUHP, no alumni association is there presently, but after successful passing of the first batch of the OL programmes, alumni association will be formed specifically for CDOE learners

Any other Information

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DECLARATION

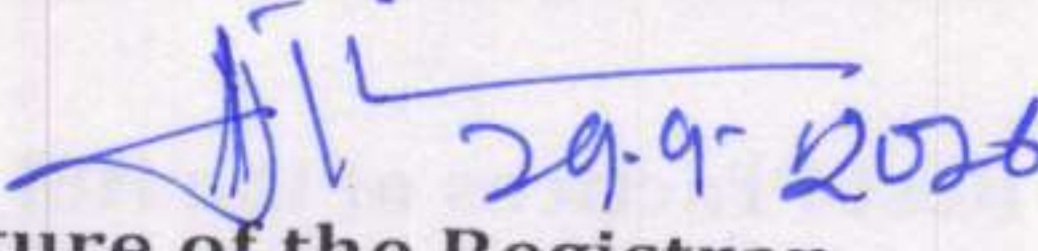
I hereby declare that the information given above and in the enclosed documents is true, correct, and nothing material has been concealed therein. In case information provided is found to be contrary to the fact, it will result in cancellation of recognition to offer Online programmes, along with initiation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


Signature of the Director:

Name: Prof. Ram Pravesh Rai

Seal: **Director/ निदेशक**

Centre for Internal Quality Assurance (CIQA).
Date: **Centre for Distance and Online Education, CUNP, Dharamshala**
दूरवर्ती एवं ऑनलाईन शिक्षा केंद्र, हि.प्र.के.वि, धर्मशाला


Signature of the Registrar:

Name: Prof. Narender Kumar Sankhyan

Seal: **Registrar**

VC's Secretariat, Near HPCA
Date: **Cricket Stadium, Dharamshala**
Central University of Himachal Pradesh
District Kangra (H.P.)-176215

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