



Speed Post/E-mail

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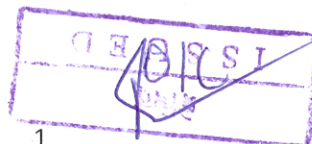
The Registrar
The Northcap University
Huda, Sector 23-A
Gurugram – 122 017
Haryana

07 MAR 2024

Sub: Commission Order on the application submitted online by the Higher Educational Institution (HEI) for recognition of the programmes to be offered in Online Learning (OL) mode from academic year 2023-24, academic session beginning July-August, 2023 and onwards-regarding.

Sir/Madam,

1. 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), the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 was notified in the Gazette of India on 4th September, 2020. Subsequently, the first and second amendments in Principal Regulations have been notified on 01.07.2021 and 18.07.2022 respectively in the Gazette of India.
2. The eligibility criterion for Higher Educational Institution is enumerated under Regulation 3 in Part II of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments. The Regulation 4 and 5 describes the process of application and the approval process for the Open and Distance Learning and Online Programmes whereas Regulations 6 describes provisions of right to appeal by the Higher Educational Institutions aggrieved with the order of the Commission and Regulations 7 describes the process of withdrawal of Recognition.
3. The University Grants Commission had invited online applications from the eligible Higher Educational Institutions as per Regulation 3(A) and Regulation 3(B)(b) of UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments for recognition of the programmes under Online mode from academic year **2023-24, academic session beginning from July-August, 2023** and onwards vide Public Notice F.No.1-1/2023(DEB-I) dated 01st March, 2023, mentioning therein that the online portal for submitting applications shall be open upto 31st March, 2023. **The Northcap University, Gurugram, Haryana** had submitted its application for recognition of the Online Programmes.



4. Application received from **The Northcap University, Gurugram, Haryana** had been scrutinized and deficiency(ies) or defect(s) in application were communicated to the HEI as per the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments to remove or rectify such deficiency(ies) or defect(s) along with relevant documentary evidence.
5. **The Northcap University, Gurugram, Haryana** was visited virtually by the Visiting Expert Committee (VEC) constituted by the Chairman, UGC on **10th & 11th August, 2023** from UGC office, 35 Feroze Shah Road, New Delhi- 110 001.
6. The report of the Visiting Expert Committee was considered by the Expert (Review) Committee (ERC) held on **23rd August, 2023**. The Expert Review Committee based on the application submitted by the HEI, clarification given for the deficiency(s) or defect(s) communicated earlier, the report of Visiting Expert Committee along with documentary evidence enclosed with the report and in terms of provisions of University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments made recommendations for the consideration of the Competent Authority/Commission.
7. Based on the recommendations of Expert Review Committee (ERC) and its approval by the Competent Authority, I am directed to issue this Order, thereby communicating the programme wise recognition for the programmes to be offered in Online mode from academic year 2023-24, academic session beginning **from July - August, 2023** by **The Northcap University, Gurugram, Haryana** as detailed in point no. 8 below. The Expert Review Committee recommendation sheets approved by Competent Authority along with VEC Report have already been communicated to the Higher Educational Institution through UGC-DEB portal on **28th August, 2023**.
8. **Programme-wise Recognition status**

(i) **Online Programmes Recognized:- 02**

S.No.	Name of the OL Programmes	Period of Recognition
1	Bachelor of Business Administration*	2023-24 academic session beginning from July-August, 2023 to 2027-28 (upto January, 2028 only).
2	Bachelor of Commerce	

Note:

* As per the recent decision made by AICTE to offer BBA programme, the approval of AICTE is mandatory from July, 2024 onwards. The HEI needs to obtain approval/NOC from AICTE to continue offer BBA programme in online mode from July, 2024 onwards.

(ii) **Online Programmes (Not Recognized)- NIL**

9. For the programmes recognised in 8(i) above, the Higher Educational Institution shall comply with all the provisions of the University Grants Commission (Open and Distance Learning Programmes & Online Programmes) Regulations, 2020 while offering the programmes in online mode. Some specific provisions for compliance have been mentioned in **Annexure-1**.
10. As stipulated under Sub-Regulation 7 of Regulations 5 of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020:
- “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”.*
11. 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 take actions as per Regulations 7 of Part-II of University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments.
12. The application of the HEI for academic year 2023-24, academic session July-August, 2023 **stands closed**.
13. The decision of the commission shall be final and binding on the Higher Educational Institution.

Yours faithfully,


(**Neethu S. Thulaseedharan**)
Deputy Secretary

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Encl. As above

Copy to:

1. The Secretary, Higher Education, Government of Haryana, Office of The Director General, Punchkula, Haryana with a request to ensure that HEI adheres to all the provisions of the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.
2. The Joint Secretary (Open & Distance/Online Learning), Ministry of Education, Govt. of India, Shastri Bhawan, New Delhi - 110 001.
3. The Vice-Chancellor, The Northcap University, Huda, Sector 23-A, Gurugram- 122 017.
4. The Joint Secretary, Private University Bureau, UGC, Bahadur Shah Zafar Marg, New Delhi -110 002.
5. Guard file.



(Neera Chopra)
Under Secretary

Annexure-1

Specific Provisions for Compliance

- 1) The Higher Educational Institution shall comply to all the terms and conditions mentioned in the Affidavit dated **24th March, 2023** duly notarized and signed by Commodore Diwakar Tomar (Retd.), Registrar and Prof. Anjali Garg, Director, Centre for Distance & Online Education/Centre for Online Education submitted to the Commission.
- 2) HEI shall abide by the academic calendar as notified by the Commission and upload Student data on UGC DEB web portal within stipulated time.
- 3) Intake capacity of science based programme under Open and Distance Learning mode will be as follows: -
 - For Open University: Learning enrolment shall be commensurate with the capacity of the Learner Support Centres to provide lab facilities to the admitted learners.
- 4) The Higher Educational Institution shall scrupulously abide by all the terms and conditions regarding faculty and staff requirements for offering ODL/Online programmes as mentioned in Annexure-IV of University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020. HEI shall ensure that the faculty members shown for each programme are on 'full time dedicated basis and no faculty member of LSC/other institution is shown as faculty of the HEI.
- 5) The total deployment of work force and other support at study or Learner Support Centres in Open and Distance Learning mode shall be as mentioned in Regulations.
- 6) The Higher Educational Institution shall also adhere to the policy of Territorial Jurisdiction as specified in **Annexure-III** of UGC (ODL Programmes and Online Programmes) Regulations, 2020.
- 7) HEI shall establish "Examination Centre(s)" strictly as per **Annexure-II** of UGC (ODL Programmes and Online Programmes) Regulations, 2020 and conduct proctored examination as under:
 - For ODL Programmes: Examination through pen-paper or online or computer-based testing within Territorial Jurisdiction, in the examination centre as per condition laid down in Regulations.
 - For Online Programmes: Examinations either using Computer based test or pen and paper test in a proctored environment in designated test centre with all the security arrangements ensuring transparency and credibility of the examinations. It can also conduct online examination through technology mediated proctoring.
- 8) Programmes under the purview of regulatory authorities have been considered on the basis of NOC/ approval/ recommendation received from the respective regulatory authority. The HEI shall abide by the conditions such as the number of seats, valid academic year, etc. mentioned in the relevant regulatory authority letter.
- 9) HEI offering programmes in Open and Distance Learning mode shall ensure that a Learner Support Centre is established as per Regulations and fulfils following conditions:
 - 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 ODL mode.
 - Private University established under the State Act shall be eligible to offer programmes under Open and Distance Learning mode through its Head Quarters; not through any Learner Support Centre.
 - Learner Support Centre will not be set up under a franchisee agreement in any manner.

- 10) HEI offering programme in ODL mode shall prepare Self Learning Material as per **Annexure-VI** and **Annexure-VII** of UGC (ODL Programmes and Online Programmes) Regulations, 2020 taking into consideration the following:
- At least 60 percent of Self Learning Materials shall be developed by the in-house faculty of the HEI.
 - Remaining percent of the materials can be sourced from available resources such as other HEIs, Open Educational Resources (OER) and SWAYAM.
- 11) HEI shall adhere to the weightage for different components of assessments for Open and Distance Learning mode and Online mode as under:
- Continuous or formative assessment (in semester): Maximum 30 percent.
 - Summative assessment (end semester examination or term end examination): Minimum 70 percent.
- 12) HEI shall make mandatory disclosure(s) on its website as per Regulation 9 of UGC (ODL Programmes and Online Programmes) Regulations, 2020.
- 13) HEI shall establish Students Grievances Redressal Committee (SGRC) and appoint the Ombudsperson(s) at the Institute or University level as per University Grants Commission (Redressal of Grievances of Students) Regulations, 2023 and as amended from time to time.
- 14) HEI shall establish Centre for Internal Quality Assurance (CIQA) as per **Annexure-I** of UGC (ODL Programmes and Online Programmes) Regulations, 2020 for offering programmes in Open and Distance Learning mode and/or Online mode. HEI shall also submit annual report of CIQA within stipulated time period.
- 15) HEI shall ensure that the delivery of Self Learning Material to learners for ODL programmes is as defined in **Annexure-VI** and **Annexure-VII** of UGC (ODL Programmes and Online Programmes) Regulations, 2020.
- 16) HEI shall mandatorily 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); as per Regulations 16 of UGC (ODL Programmes and Online Programmes) Regulations, 2020:
- Mode of delivery;
 - Date of admission;
 - Date of completion;
 - Name and address of all Learner Support Centres (only for Open and Distance Learning);
 - Name and address of all Examination Centres.


(**Neethu S.Thulaseedharan**)
Deputy Secretary