

Annual Report

OF

CENTRE FOR INTERNAL QUALITY ASSURANCE
(CIQA)

PROGRAMMES UNDER

ONLINE MODE

2023-24

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Part – I: General Information

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

23 August 2022, <https://drive.google.com/file/d/1xz-H0MH62DfzDRYlcFs-aybOOQ7EJB-C/view?usp=sharing>

1.2 Details of Director, CIQA

· Name: Dr. Satnam Singh

· Qualification: PhD

· Appointment Letter and Joining Report:

<https://drive.google.com/file/d/1bB8gZnQb7q3Jk8WH14VZ8Hz0ZfA19sBC/view?usp=sharing>

1.3 Details of CIQA Committee:

a. Composition as per Regulations

S. No.	Designation	Nomination as	Name and Qualification	Specialization	Date of Nomination in CIQA Committee
a.	Vice Chancellor of the University	Chairperson	Prof. (Dr.) Nupur Prakash, PhD	Computer Science	29.08.2022
b.	Three Senior teachers of HEI	Member 1	Prof. Swaran Ahuja, PhD	Electronics	29.08.2022
		Member 2	Prof. Manoj K Gopaliya	Mechanical	29.08.2022
		Member 3	Prof. Rekha Vig	Computer Science	29.08.2022
c.	Head of three Departments or School of Studies from which programme is being offered in ODL and Online mode	Member 4	Dr. Sona Vikas (HOD SOM & LS)	Management	29.08.2022
		Member 5	Dr. Divyabha Vashisth (HOD, CLL)	English	29.08.2022
		Member 6	Prof. Hukum Singh (HOD, APS)	Physics	29.08.2022

d.	Two External Experts of ODL and/or Online Education	Member 7	Prof. S. R. Musanna, Former Director - IMT, CDL, Ghaziabad, UP		29.08.2022
		Member 8	Prof. Subodh Kesharwani, Former Director CoE & Chief Vigilance Officer, IGNOU,		29.08.2022
		Member 9	Prof. (Dr.) Pushplata Tripathi – Former Pro VC- GGSIPU		15.09.2023
e.	Officials from departments of HEI	Member 9 Administration	Ms. Kiran Mrig, Controller of Examination	Controller of Examination	29.08.2022
		Member 10 Finance	Ms. Kirti Singhal, CF&AO, NCU	Finance	29.08.2022
f.	Members from CDOE	Member 11	Prof. Anjali Garg, Director CDOE	Electronics	29.08.2022
		Member 12	Mr. Deepak Satyarthi, Dy. Registrar, CDOE	IT	29.08.2022
g.	Director, CIQA	Member Secretary	Dr. Satnam Singh	Mechanical	17.07.2023

- b. Whether members mentioned at 'b' to 'e' changed every 2 years? (Y/N)
If No, reason thereof

Yes

1.4 Number of meetings held and its approval:

- a. No. of meetings held every year: 02

- b. Meeting details:

Meetings	Date-Month-Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting 1	15-Sept.-2023	03	https://shorturl.at/Kk6kr	https://shorturl.at/Kk6kr
Meeting 2	18-April-2024	01	https://shorturl.at/iyWTO	https://shorturl.at/iyWTO

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

From <Month, Year> academic session:

Sr. No.	Name of the Department	Certificate 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	T G	Total
1.											
N.											

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

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

From <Month, Year> academic session:

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
1.											
N.											

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

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

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

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.										
N.										

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

1.8 Number of programmes started at Undergraduate Degree Programmes as per Commission Order: 02

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

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.	BBA	3 years	120	The admission norms prescribed by the UGC would be followed in its true spirit. The Eligibility Criteria is	Rs 72,000/-	F.No. 31-3/2023(DEB-II) 07 March 2024	1	0	0	1
2.	B. Com	3 years	120	10+2 with 40% from any recognized board.	Rs 48,000/-	F.No. 31-3/2023(DEB-II) 07 March 2024	0	0	0	0

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

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

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

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
1.										
N.										

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

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

2.1 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	The courses under Online Programmes offered by NCU undergoes through QAC (Quality Assurance Committee) checks for quality as per the four quadrant guidelines of UGC DEB. The steps starting from the filling of applications to the admission and till the passing out is automated using ERP.	https://shorturl.at/HGF1G
2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher	Apart from the statutory committees like the Academic Council, Board of Studies, Finance Committee, etc., the university has the duly established CIQA committee, which oversees a variety of tasks with transparency. A strong feedback checks are in place for both the students and faculty members under CIQA.	Refer Link: https://www.ncuonline.edu.in/mandatory-disclosures/

3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	To ensure qualitative teaching-learning process, NCU provides highly qualified teachers who work as academic counsellors in the courses. For the online programmes, NCU has utilized the SWAYAM platform and all courses follows the strict guidelines and quality as mentioned by UGC DEB guidelines.	https://online-degree.swayam2.ac.in/explorer?univ_code=NCU
4.	Mechanism devised to ensure that the quality of Online programmes matches with the quality of relevant	The Board of Studies checks and recommend the PPR for any online programme. This is further discussed and approved in Academic Council Committee. All the course curriculum transactions undergo strict quality checks under CIQA and match the quality of conventional programmes.	Refer Link: https://www.ncuonline.edu.in/mandatory-disclosures/
5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and	NCU has adopted both the Online and Offline feedback mechanism from the stakeholders regarding the quality improvement. In order to gather input from stakeholders i.e. students, alumni, subject experts, and academic counsellors for which a structured questionnaire has been developed. The feedback is analyzed every academic year and remedial measures are taken to improve the system.	Feedback Sample: https://shorturl.at/UpQhp https://docs.google.com/forms/d/e/1FAIpQLSfXAWtDi3NmVeUImEiK-MkPOvmtyp0gzKYG00Apv6ET7XT3gQ/viewform

6.	Measures suggested to the authorities of Higher Educational Institution for qualitative improvement	Based on the feedback received, the discussion is carried out at CDOE level meeting and every recommendation or suggestion is presented to the university's statutory committees for approval.	
7.	Implementation of its recommendations through periodic reviews	Yes, the university's statutory committees implement the recommendations received after the higher authority's approval by framing policies in periodic reviews.	https://www.ncuoonline.edu.in/wp-content/uploads/2023/08/5.-Academic-Council-MoM-held-on-23-Sept.-2022.pdf
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.	The information regarding all the workshops/seminars / symposiums etc related to quality, research and ethics are disbursed through emails, e-notices through ERP to all the stakeholders. Recently workshops on Design Thinking, Ethics in research, Multi-disciplinary research in HEI's were conducted.	
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	NCU has successfully implemented many best practices in services to the learners including: 1. Available of online library resources for all stakeholders. 2. VPN to access springer database for research. 3. Learning Management System for self-paced learning 4. Prompt grievance redressal system as per UGC guidelines	https://www.ncuoonline.edu.in/

10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	In NCU, the ERP system is used for admission, Fee payment, pre-and post-examination analysis, and feedback. All data and information are kept safe on a highly secured server on campus. The computer-generated data is correct and secure.	https://www.ncuonline.edu.in/
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	CIQA supervises the preparation of Programme Project Report (PPR). CIQA examines the PPRs in detail to check whether all the components are included in the PPR as per requirements of the UGC Regulations 2020. Before coming to CIQA, the PPR is approved by Board of Studies along with statutory bodies.	https://www.ncuonline.edu.in/wp-content/uploads/2024/03/FINAL-PPR-for-BBA.Jan-2024.pdf
12.	Mechanism to ensure the proper implementation of Programme Project Reports	For each new programme, PPR is Prepared which is first approved by Board of Studies and has to be approved by CIQA for subsequent approval of the Academic Council. CIQA also conducts orientation programme on preparation of PPR as per requirements of UGC regulations 2020.	https://www.ncuonline.edu.in/wp-content/uploads/2023/08/5.-Academic-Council-MoM-held-on-23-Sept.-2022.pdf
13.	Maintenance of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and	The CDOE and CIQA prepares an annual report, budget, and annual plan on a regular basis. All documents are placed before the statutory committees of NCU for ratification and approval.	

14.	Inputs provided to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.	In the Board of Studies meeting, Academic Council meeting and CIQA, the external and internal stakeholders discuss and revamp the curriculum content to make it relevant to the current market scenario.	
15.	Facilitated system-based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.	NCU online learning programs foster a learner-centric environment by utilizing data-driven insights, adaptive learning technologies, and interactive tools. Continuous feedback mechanisms, including regular assessments and real-time communication, ensure personalized learning experiences. The university supports research initiatives to explore innovative educational methods, applying findings to enhance the online environment. Courses are designed to be flexible and modular, Accommodating diverse learning needs.	
16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for	As the nodal unit, CIQA provides the up to date and necessary information regarding OL programmes and submits the same in the HEI Annual Quality Assurance Report (AQAR) on the NAAC portal.	
17.	Measures adopted to ensure internalisation and institutionalisation of quality enhancement practices through periodic accreditation and audit	NCU is recently reaccredited by ASIC, UK as a premier Institution with commendable grades. It is a testament to NCU's commitment for internalisation and institutionalisation of quality enhancement practices through periodic accreditation and audits. NCU international office have 32 MoU's with renowned Universities world wide such as Santa Clara University, Vilnius University, Arizona State University, SIT Japan etc.	

18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	NCU coordinates with the Higher Education Commission by regularly aligning its policies with commission guidelines, participating in quality assurance audits, and adopting best practices. NCU actively collaborates on quality-related initiatives, ensures compliance with standards, and integrates feedback from the commission to enhance academic excellence and transparency.	Refer Link: https://www.ncuonline.edu.in/mandatory-disclosures/
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19.	Information obtained from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.	The NorthCap University gathers information from other higher educational institutions through benchmarking studies, collaborative workshops, and academic partnerships. This includes insights on quality benchmarks, innovative teaching methodologies, and best practices in governance. NCU integrates these learnings to refine its own educational standards and enhance institutional effectiveness. Professors from IIT's, NIT's, JNU etc are part of Academic Advisory Board and Academic Council as external experts which helps in improving quality parameters.	
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	All the activities are reported in the CIQA MoM and ratified. The Minutes are then uploaded on the university online website.	
21.	(a) Submitted Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session.	Yes, NCU follows all the guidelines and provides the data as and when asked by the Statutory Authorities or Bodies of the higher Educational Institution	

	(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.	Yes, as and when required, NCU has submitted all the details to the commission.	
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	Yes, all the CIQA reports/resolutions are ratified and approved by the higher authorities as and when they are convened. All the feedback reports are considered in the CIQA meetings.	
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	The NorthCap University (NCU) facilitated the adoption of instructional design requirements in alignment with the philosophy of online learning established by statutory bodies. NCU ensured that its academic programs incorporated these guidelines by developing customized course structures, incorporating adaptive learning technologies, and focusing on learner engagement. The university also provided training for faculty to effectively implement these designs, ensuring that the online programs meet high educational standards and provide a consistent, quality learning experience across disciplines.	

24.	Promoted automation of learner support services of the Higher Educational Institution	Yes. ICT-based student services are offered by the university.	
25.	Coordinated with external subject experts or agencies or organisations, the activities pertaining to validation and annual review of its in-house processes	Yes, CIQA committee itself consist of three external experts. Other members are invited as and when required with the approval of the vice-chancellor.	https://drive.google.com/file/d/1xz-H0MH62DfzDRYlcFs-aybOOQ7EJB-C/view?usp=drive-link
26.	Coordinated with third party auditing bodies for quality audit of programme(s)	Yes, NCU provides the report on OL programmes to various accreditation bodies for audits.	
27.	Overseen the preparation of Self-Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution	Yes, CIQA is responsible for preparing all reports required for assessment and accreditation.	
28.	Promoted collaboration and association for quality enhancement of Online mode of education and research therein	Yes. MoU with international bodies and integration of SWAYAM platform.	
29.	Facilitated industry-institution linkage for providing exposure to the learners and enhancing their employability.	NCU has dedicated Centre for Professional Attachment and Alumni Engagement which provides industry linkages.	

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

Sr.No.	Provisions in Regulations	Action taken 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	Yes	
2.	Articulation of Higher Educational Institution Objectives	Yes, available on website	
3.	Programme Development and Approval Processes a. Curriculum Planning, Design and Development b. Curriculum Implementation c. Academic Flexibility d. Learning Resource e.	Yes available at HEI and recorded in the Academic Council Meetings	
4.	Programme Monitoring and Review	Yes, regular review of programme takes place under CIQA	
5.	Infrastructure Resources	Yes	
6.	Learning Environment and Learner Support	Yes	

7.	Assessment and Evaluation	Yes, NCU follows the UGC-DEB guidelines and all the details are available in course booklets and PPR available on	https://www.ncuonline.edu.in/wp-content/uploads/2023/08/9.-MoMs-for-Committee-for-Preparation-of-the-Regulations-on-Examination.pdf
8.	Teaching Quality and Staff Development	Yes, deployed as per the UGC-DEB guidelines. The details are uploaded on the University website under mandatory disclosures.	

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

Sr.No.	Provisions in Regulations	Action taken in respect of online programmes	Upload relevant document
1.	Academic Planning	Yes, the academic planning is as per the UGC DEB guidelines and available on NCU online website.	https://shorturl.at/mufoc
2.	Validation	The quality of academic planner is validated by the BoS and Academic Council committee of the university followed by CIQA and CDOE.	https://shorturl.at/US6CY
3.	<p>Monitoring, Evaluation and Enhancement Plans</p> <p>a. Reports from Examination Centres</p> <p>b. External Auditor or other External Agencies report</p> <p>c. Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institution levels</p> <p>d. Reporting and Analytics by the Higher Educational Institution</p> <p>e. Periodic Review</p>	Yes	

Part – III: Human Resources and Infrastructural Requirements

3.1 Name and details of Director of Centre for Distance and Online Education (Dual Mode University) - Regular, full time, atleast 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

Prof. Anjali Garg, Director CDOE, Professor, Ph.D., salary as per UGC norms

3.2 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

Dr. Tejpal Chundawat, Associate Professor, Ph.D., salary as per UGC norms

3.3 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

Dr. Shaveta Arora, Assistant Professor, Ph.D., salary as per UGC norms

3.4 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:

Academic Staff for OL Programmes	
Programme Coordinator:	2
Course Coordinator:	4
Course Mentor:	2

i. Programme name:

a. Programme Coordinator

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr. Preeti Chawla (B.Com)	PhD	18 years	Regular (as per UGC Norms)	17.07.2023
2	Dr. Priyanka Banerjee (BBA)	PhD	14 years	Regular (as per UGC Norms)	17.07.2023

b. Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Business Communication - 1	Dr. Chetna Karnani, Assistant	PhD	4 years	Regular (as per UGC Norms)	17.07.2023
2	Environmental Studies	Dr. Bharti Arora, Assistant	PhD	13 Years	Regular (as per UGC Norms)	17.07.2023
3	Principles of Management	Dr. Parul Khanna	PhD	5 years	Regular (as per UGC Norms)	17.07.2023

4	Statistics and Research Methodology-1	Dr. Priyanka Banerjee	PhD	14 years	Regular (as per UGC Norms)	17.07.2023
5	Legal Aspects of Business	Dr. Kanika Kaushik	PhD	2 Years	Regular (as per UGC Norms)	17.07.2023
6	Community Service-1	Ms. Harshita Jha	Masters	5 Years	Regular (as per UGC Norms)	17.07.2023

c. Course mentor

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Ms. Jiveta Chaudhary	MBA	17 Years	Regular (as per UGC Norms)	17.07.2023
2	Dr. Akshat Aditya Rao	PhD	8 years	Regular (as per UGC Norms)	17.07.2023

Any other details

3.5 Details of Administrative staff

a. Number of Administrative staff available exclusively for Online programmes

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

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

Appointment Letters: <https://rb.gy/s9yv4q>

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	1
Technical Associate (Audio-Video recording and editing)	1	1
Technical Assistant (Audio-Video recording)	1	1
Technical Assistant (Audio-Video editing)	1	1

ii. For Delivery of Online Programmes:

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

iii. For Admission and Examination for Online mode:

Post	Required	Available
Technical Manager (Admission, Examination and Result)	1 (per Centre)	1
Technical Assistant (Admission, Examination and Result)	2	3

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

Appointment Letters: <https://tinyurl.com/3ey3zxuh>

Part – IV: Examinations

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

S.No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
1.	All processes of assessment of learners in different components of Examination shall be directly handled by the concerned Institution and no part of the assessment shall be outsourced	Yes	https://tinyurl.com/5ynkyfzj
2.	For ensuring transparency and credibility, the full time faculty of the Online 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	Yes	
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 arrangements ensuring transparency and credibility of the examinations. It can also conduct online examination through technology mediated proctoring.	Yes, HEI has examination hall as per UGC-DEB Norms	https://tinyurl.com/5ynkyfzj
4.	The examination centre must be centrally located in the city, with good connectivity from railway station or bus stand, for the convenience of the students.	Yes, HEI is the only examination centre as per UGC-DEB Norms	

5.	The number of examination centres in a city or state must be proportionate to the student enrolment from the region.	Yes	
6.	Building and grounds of the examination centre must be clean and in good condition.	Yes	
7.	The examination centre must have an examination hall with adequate seating capacity and basic amenities	Yes, HEI has examination hall as per UGC-DEB Norms	https://tinyurl.com/5ynkyfzi
8.	Fire extinguishers must be in working order, locations well marked and easily accessible. Emergency exits must be clearly identified and clear of obstructions	Yes	
9.	The Examination Centre shall have adequate and comfortable seating capacity and amenities including adequate lighting, ventilation and clean drinking water facilities	Yes	
10.	Safety and security of the examination centre must be ensured	Yes	
11.	Restrooms must be located in the same building as the examination centre, and restrooms must be clean, supplied with necessary items, and in working order	Yes	
12.	Provision of drinking water must be made for learners	Yes	
13.	Adequate parking must be available near the examination centre	Yes	
14.	Facilities for Persons with Disabilities should be available	Yes	

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

S. No.	Provisions in Regulations	Whether being complied Yes/No If yes, please provide details and upload relevant	If No, Reason thereof
1.	Requirements at Test Centres (as mentioned in provision II (B)(13)(i) of Annexure II)	YES	https://tinyurl.com/5ynkyfzj
2.	Requirement of proctors (as mentioned in provision II (B)(13)(ii) of Annexure II)	YES	
3.	Security arrangements in the testing centre (as mentioned in provision II (B)(13)(iii) of Annexure II)	YES	https://tinyurl.com/5ynkyfzj
4.	Remote Proctoring (as mentioned in provision II (B)(13)(iii) of Annexure II)	YES	https://tinyurl.com/5ynkyfzj

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

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
1.	The Higher Educational Institution shall adopt the guidelines issued by the Commission for the conduct of proctored examinations.	Yes, the duly qualified invigilators are engaged for proctoring Upload guidelines	https://tinyurl.com/5ynkyfzj
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, Upload mechanism	https://tinyurl.com/5ynkyfzj

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
3.	<p>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:</p> <p>Provided that no semester or year-end examination shall be held unless:</p> <p>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;</p> <p>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.</p>	Yes	https://tinyurl.com/5ynkyfzj
4.	<p>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</p>	Yes	https://tinyurl.com/2s49upxd

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 Upload sample question paper : https://drive.google.com/file/d/1DrApljrZ7t8vIImIMJdpi9F3qWtxi	https://tinyurl.com/5ynkyfzj
6.	The Higher Educational Institution shall notify all assessment tools to be used for formative and summative assessments	Yes	
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 Upload sample	https://tinyurl.com/5e4a89u3
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	Yes Upload Process	https://tinyurl.com/5ynkyfzj

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	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, HEI is the only examination centre.	
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	Yes	https://tinyurl.com/5ynkyfzj
	(b) Availability of biometric system	Yes	https://tinyurl.com/5ynkyfzj
	(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	https://tinyurl.com/5ynkyfzj
	(d) In case of non-availability of the Closed-Circuit Television facilities, the Higher Educational Institution shall ensure that proper videography be conducted and video recordings are submitted by particular incharge of examination	Yes	https://tinyurl.com/5ynkyfzj

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 Upload Sample and list	
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	Yes Upload details of Observer assigned	
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	Yes, Upload Observer Report	
13.	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	Yes	https://tinyurl.com/5ynkyfzj
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	NA	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	examinations for such learners		
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	Yes Upload samples	https://tinyurl.com/5e4a89u3
	(b) Each award shall also be uploaded on the National Academic Depository	Yes	
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 Upload samples	https://tinyurl.com/5e4a89u3

4.4 Result and Student Progression

For UG, PG and PGD programmes

Semester beginning	Programme name	No. of students	No. of students	No. of students	% of student	% of students
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		admitted	appeared in exams	progressed to next year	s passed	passed in first class
Oct, 2023	BBA	01	01	01	100%	100%

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

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

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

PPR prepared for the two OL programmes i.e. BBA and B. Com are duly approved by Board of Studies and subsequently by Academic council committee before submitting to UGC DEB. Refer ACI- <https://www.ncuonline.edu.in/wp-content/uploads/2023/08/5.-Academic-Council-MoM-held-on-23-Sept.-2022.pdf>

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

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

HEI formulated Quality Assurance Committee (QAC) to conduct the quality checks under CIQA to compliance all the requirements of four quadrant approach in terms of learning material, Audio-Video Material, Online Material, Computer-based material and Curriculum and Pedagogy, as mentioned in the Annexure-VI of the Regulations for OL programmes. QAC Committee: <https://www.ncuonline.edu.in/wp-content/uploads/2023/08/6.QAC-Committee.pdf>

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

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

ELMs are prepared and goes through Quality Assurance Committee (QAC) checks under CIQA to compliance all the requirements of four quadrant approach as per Annexure-VII of the Regulations for OL programmes. QAC Sample: https://drive.google.com/file/d/1F31X-uR1Tbeg501nmqj79ZIBAMukpD5s/view?usp=drive_link

Part – VI: Programme Delivery through Learning Platform

6.1 Details of Learning Platform

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

- In case of SWAYAM Learning Platform, 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

https://online-degree.swayam2.ac.in/explorer?univ_code=NCU SWAYAM learning platform is approved by UGC-DEB to offer courses in OL Programme

- 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

INSERT TEXT BOX

6.2 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)

Yes, HEI follows the mechanism to conduct two hrs PCP class every fortnight as per UGC DEB guidelines 13 (C) (5) of the Regulations, 2020. Lecture Plan: <https://drive.google.com/file/d/1elmowbGuMmHcbw63Ljw6RZHR115411Aa/view?usp=sharing>

6.3 Whether e-learning material of any course in a particular programme was sourced through OER/ Massive Open Online Courses: Y/N

- a. Provide details as under:

HEI ID: **HEI-P-U-0163** Name of HEI: **The NorthCap University, Gurgaon** Type of HEI: **State Private University**

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 wise – programmes wise)
1	BBA	Organizational behaviour	Swayam	-	12 weeks	3	20

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

Upload:

https://drive.google.com/file/d/1VDkJxVM8iYZ0_Qf1Nld7vy09EVsV4ahS/view?usp=sharing

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 authorised 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, available under Mandatory Disclosures on website	
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	Yes, https://www.ncuonline.edu.in/mandatory-disclosures/	
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	Yes, https://www.ncuonline.edu.in/wp-content/uploads/	
4.	Programme details including brochures or programme guides inter alia information such as name of the programme, duration, eligibility for enrolment, programme fee, programme structure	Yes, https://www.ncuonline.edu.in/wp-content/uploads/2024/05/CDOE-Brochure.pdf	
5.	Programme-wise information on syllabus, suggested readings, contact points for	Yes	

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://www.ncuonline.edu.in/wp-content/uploads/2024/03/FINAL-PPR-for-BBA.Jan-2024.pdf https://www.ncuonline.edu.in/wp-content/uploads/	
6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.	Yes, https://www.ncuonline.edu.in/wp-content/uploads/2024/05/IOM-001-CDOE-Academic-Calendar-for-the-	
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	Yes, https://www.ncuonline.edu.in/wp-content/uploads/2023/08/9.-MoMs-for-Committee-for-Preparation-of-the-Regulations-	
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	Yes, https://drive.google.com/file/d/17I23r4b41aBR-IzM5yr4E4FU4neUCjxx/view?usp=drive_link	
9.	Information regarding all the programmes recognised by the Commission	Yes, https://www.ncuonline.edu.in/wp-	

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, https://www.ncuonline.edu.in/wp-content/uploads/2024/05/Learner-Enrollment-Details-2023-24.pdf	
11.	Complete information about 'e-Learning Material' including name of the faculty who prepared it, when was it prepared and last updated for Online Programmes;	Yes, https://www.ncuonline.edu.in/wp-content/uploads/2024/05/ELM-preparation-and-updates.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, https://www.ncuonline.edu.in/programme/faqs/	
13.	List of the 'Examination Centres' along with the number of learners in each centre, for Online programmes	Yes, https://www.ncuonline.edu.in/wp-content/uploads/2023/08/9.-List-of-Examination-Centres-for-Online-Programmes.pdf	
14.	Details of proctored examination in case of end semester examination or term end examination of Online programmes	Yes, https://www.ncuonline.edu.in/wp-content/uploads/2023/08/9.-Proctored-Examination-for-Online-Programmes.pdf	
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, https://www.ncuonline.edu.in/wp-content/uploads/2024/05/IOM-001-CDOE-Academic-Calendar-for-the-2023-24.pdf	
16.	Reports of the third party academic audit to be undertaken every five years and internal	Yes	

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
	academic audit every year by Centre for Internal Quality Assurance		

Part – VIII: Admission and Fees

8.1 Compliance status of ‘Admissions and Fees’ – As per Regulations 14 of UGC (ODL Programmes and Online Programmes) Regulations, 2020

S.No.	Provision	Whether being complied Yes/No
1.	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	Yes
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
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
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

	<p>the instructions or orders issued by Central Government or State Government:</p> <p>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</p>	
5.	<p>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</p>	Yes
6.	<p>Every Higher Educational Institution shall–</p> <p>(a) record Aadhaar details or other Government identifier(s) of Indian learner and Passport for an International Learner;</p> <p>(b) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years;</p> <p>(c) exhibit such records as permissible under law on its website; and</p> <p>(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.</p>	Yes
7.	<p>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</p>	

	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
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
8. (c)	The number of seats approved in respect of each programme of online mode, which shall be in consonance with the resources	Yes
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
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
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

	admission to each programme 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
8. (h)	Pay and other emoluments payable for each category of teachers and other employees	Yes
8. (i)	Information in regard to physical and academic infrastructure and other facilities, including that of each of the learner support centres (for ODL programmes) and in particular the facilities accessible by learners on being admitted to the Higher Educational Institution	Yes
8. (j)	Broad outline of the syllabus specified by the appropriate statutory body or by higher educational institution, as the case may be, for every programme of study	Yes
8. (k)	Activity planner including all the academic activities to be carried out by the higher educational institution during the academic sessions	Yes
9.	Higher Educational Institution shall publish information at sr. no. '8' above on its website, and the attention of the prospective learners and the general public shall be drawn to such publication on its website and Higher Educational Institution admission prospectus and the admission process shall necessarily be over within the time period mentioned	Yes

	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
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
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
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

	Educational Institution	
14.	<p>No Higher Educational Institution shall, issue or publish-</p> <p>(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;</p> <p>(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</p>	Yes

8.2 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:

NA

Part – IX: Grievance Redressal Mechanism

9.1 Compliance status of ‘Grievance Redressal Mechanism’ – As per Annexure - X of UGC (ODL Programmes and Online Programmes) Regulations, 2020

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.

A dedicated grievance redressal space is provided under CDOE to support the students and faculty grievances. A dedicated link is provided on the website for submitting grievance online.
<https://www.ncuonline.edu.in/grievance-cell/>

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
Nil	Nil

9.3 Complaint Handling Mechanism

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

Grievance committee is constituted to handle the complaints received. The details are available on website
<https://www.ncuonline.edu.in/wp-content/uploads/2023/07/FORM-NO-NCU-FRM-37-REV.pdf>.
 Nodal Officer: Director CDOE

9.4 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	Nil

Part – X: Innovative and Best Practices

10.1 Innovations introduced during academic year

The stakeholders take full advantages from the following services as provided by the University towards the success of the academic, administrative, and organisational enrichment. The following activities are noteworthy in this respect-

- Learners were provided links for OER Repository, SWAYAM online courses and E-PG Pathshala
- The links of academic online resources were provided in the website.
- University SMS alert facility for the students regarding renewal, payment of fees, examination etc. were strengthened.
- Students could access academic content with their user ID and password through LMS
- Regular PCP classes across the courses were introduced.
- The SLMs of all courses were uploaded on the University website to facilitate the learning at home.
- The course content was updated to include contemporary topics such as digital marketing, and sustainability in business, ensuring students gained knowledge relevant to current industry practices.

10.2 Best Practices of the HEI

- Outcome-Based Education (OBE) Curriculum design aligned with industry needs
Continuous assessment for continuous learning
- Industry-Academia Collaboration
Strong industry partnerships
Skill development programs with industry experts
- Research and Innovation
Dedicated research centers
Innovation labs with state-of-the-art resources
- Student-Centric Learning
Personalized mentoring for each student
Active learning methods like problem-based learning
- Global Exposure
International collaborations with foreign universities
Study abroad programs

- Sustainability Initiatives
 - Green campus initiatives
 - Integration of sustainability in the curriculum
- Community Engagement
 - Encouragement of social responsibility
 - Extension activities for community benefit
- Technology-Enhanced Learning
 - Use of Learning Management Systems (LMS)
 - Availability of virtual labs
- Quality Assurance
 - Regular accreditation and rankings
 - Robust feedback mechanisms
- Holistic Development
 - Co-curricular and extracurricular activities
 - Counselling and wellness service

10.3 Details of Job Fairs conducted by the HEI

Nil

10.4 Success Stories of students of Online mode of the HEI

Nil

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

The e-LM is in English language. Conversion into regional languages is available on SWAYAM Platform.

10.6 Number of students placed through Campus Placements

NA

10.7 Details of Alumni Cell and its activity

NA

10.8 Any other Information

NA

HEI ID: HEI-P-U-0163 Name of HEI: **The NorthCap University, Gurgaon** Type of HEI: **State Private University**

DECLARATION

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

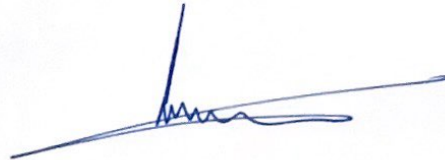
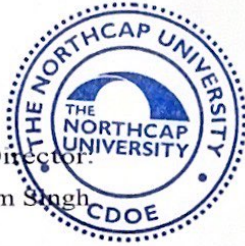


Signature of the Director:

Name: Dr. Satnam Singh

Seal:

Date: 29/8/2024



Signature of the Registrar:

Name: Cmdr. Diwakar Tomar NM (Retd.)

Seal:

Date: 29/8/2024

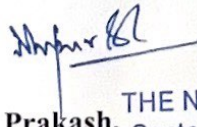
Cmdr. Diwakar Tomar (Retd.)

Registrar

THE NORTHCAP UNIVERSITY
Sector-23A, Gurugram-122017

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.

Annual Report of CIQA for Online Programmes AY 2023-24 is dully approved:



Vice Chancellor

Prof. (Dr.) Nupur Prakash, THE NORTHCAP UNIVERSITY
Sector-23A, Gurugram-122 017

(Vice Chancellor, The NorthCap University and Chairperson CIQA)