Accredited with NAAC **A** Grade
12-B Status from UGC

HEI ID: HEI-P-U-0544   **Name of HEI: TMU**   **Type of HEI: PRIVATE**

Annual Report

OF

CENTRE FOR INTERNAL QUALITY ASSURANCE (CIQA)

PROGRAMMES

UNDER ONLINE

MODE

<2024-25>

Contents

Part – I: General Information

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

07-02-2024 (Notification attached)

1.2 **Details of Director, CIQA**

- Name : Dr. Vipin Jain
- Qualification: Ph.D.
- Appointment Letter and Joining Report: 10.10.2023
  Upload (PDF) Attached (Annex 1.1)

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.) V.K. Jain	CS & Engineering	01/04/2024
b.	Three Senior teachers of HEI	Member 1	Dr. Manjula Jain	Management	01/ 06/2024
		Member 2	Dr. Mohit Rastogi	Management	01/ 06/2024
		Member 3	Dr. Amit Kansal	Management	01/ 06/2024
c.	Head of three Departments or School of Studies from which Programme is being offered in ODL and Online mode	Member 4	Dr. Nitin Agarwal	Commerce	01/ 06/2024
		Member 5	Dr. Rajiv Verma	CS & Engg.	01/ 06/2024
		Member 6	Dr. Bindoo Malviya	Jain Studies	01/ 06/2024
d.	Two External Experts of ODL and/or Online Education	Member 7	Prof. Sunil Kumar	Management	01/ 06/2024
		Member 8	Prof. CRK Murthy	Management - IGNOU	01/ 06/2024
e.	Officials from departments of HEI	Member 9 Administration	Dr. Prashant Kumar	Administration t	01/ 06/2024

S. No.	Designation	Nomination as	Name and Qualification	Specialization	Date of Nomination in CIQA Committe
		Member 10 Finance	Dr. Harshit Jain	Finance	01/ 06/2024
f.	Director, CIQA	Member Secretary	Dr. Vipin Jain	Management	10/10/2023

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: 1** (As received the approval on Feb 2025)

b. **Meeting details:**

Meetings	Date-Month-Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting 1	7th April 2025	2	Upload	09.4.2025

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

From <M*onth, 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	TG	Total
1.	NOT APPLICABLE										
N.											

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

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

From <M*onth, 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.	NOT APPLICABLE										
N.											

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

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

From <M*onth, 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.	NOT APPLICABLE									
N.										

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

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

From <M*onth, 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	132	10+2 with 50% marks	87600		0	0		0

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

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

From <M*onth, 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.	MBA	2	116				8	5		13

Note: Mention details separately for <M*onth, 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)	
1.	Quality maintained in the services provided to the learners	**Learner Support and Engagement** A robust support framework has been developed to prioritize the needs of students, ensuring their questions related to systems, procedures, and services are addressed effectively. This learner-focused approach provides continuous guidance throughout the duration of the academic program. **Outreach and Accessibility** to expand the reach of online education both within India and globally, the admission process is widely promoted. Educational materials are thoughtfully designed to reflect the varied backgrounds of remote learners, taking into account their prior education, cultural context, and access to digital tools and technologies. **Quality Assurance in Online Education** Teerthanker Mahaveer University has established the Centre for Internal Quality Assurance as a central authority to uphold academic standards in its online learning programs. This body will implement internal mechanisms to monitor and enhance the quality of education delivered through digital platforms.	

2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	**Simplified Access** A dedicated portal streamlines admissions and exams, reducing the need for campus visits. **Student Support System** Learners submit queries through a centralized system, guiding CDOE's operations. **Quality Assurance & Curriculum Updates** The Centre for Internal Quality Assurance (CIQA) has initiated a structured program focused on self-assessment and reflective practices. This initiative aims to foster continuous improvement across institutional systems and processes. The Board of Studies (BOS) of the respective discipline regularly updates the curriculum to align academic offerings with industry expectations, narrowing the gap between theoretical learning and practical application. **Academic Audits** Outline evaluations of institutional policies and procedures are conducted to identify areas needing enhancement. These audits inform strategic planning and drive reforms that strengthen academic integrity and operational effectiveness. **Quality Initiatives promoted by CIQA**: • Faculty orientation, • Learner engagement, • Ongoing professional development, • Feedback-driven improvements.	
3.	Contribution in the identification of the key areas in which Higher Educational Institution should	• Student Support System i.e. Admission Process, Orientation Program, regular open house counselling sessions, • Preparation of E-LM, • Adhering of times lines stipulated in Academic Calendar, • Examination and Evaluation Process conduction, • Increase in Quality circle of academic delivery & practical oriented Curriculum Development for online learners.	
4.	Mechanism devised to ensure that the quality of Online	• Online programme maintain the same academic standards as conventional ones. • The curriculum, examinations, and evaluation processes are carefully managed by university to ensure quality and consistency.	

5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.	- A comprehensive feedback system is in place to gather input from all stakeholders, enabling continuous review and revision of curriculum to ensure relevance to societal, economic, and environmental needs. - Mechanisms include scheduled student interactions, mentorship, and feedback collection through platforms like Google Classroom, WhatsApp, and direct communication with coordinators. - Academic queries are addressed by dedicated CDOE faculty via phone and email. These practices enhance academic quality, operational efficiency, and service delivery.	
6.	Measures suggested to the authorities of Higher Educational Institution for qualitative improvement	- A structured peer review and data-driven evaluation system ensures continuous improvement through qualitative and quantitative indicators. - Committees regularly monitor processes, while ongoing feedback from learners and stakeholders supports the development of e-learning materials. - Participative learning methods—such as case studies, game-based activities, and interactive quizzes— should be implemented to enhance learner engagement and foster a student-centric environment.	

7.	Implementation of its recommendations through periodic reviews.	▪ Regular reviews and feedback will be conducted to support continuous improvement. Inputs from committees and stakeholders are analyzed and shared with relevant authorities. ▪ Feedback collected from students and appropriate actions will be taken to enhance academic processes.	
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	▪ To enhance institutional processes, various capacity-building activities are conducted for key stakeholders in areas such as faculty orientation, teaching pedagogy, learning outcome mapping, software applications, and development of self-learning materials and programme project reports. ▪ Information about workshops, seminars, and symposiums related to quality, research, and ethics will be shared via email and ERP notifications. ▪ Regular Learning Management System (LMS) orientations are held for faculty and students regularly. ▪ The CDOE Director coordinates with internal and external faculty to plan sessions that uphold global academic standards, while university-level events promote active learner engagement.	

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	▪ Faculty are fully supported in developing reference materials through access to diverse academic resources and the University's Knowledge Resource Centre. ▪ Regular feedback is used to enhance the quality of E-Self Learning Materials and Open Educational Resources (OER). The Internal Audit Committee identifies best practices in online teaching for adoption at CDOE. ▪ TMU –CDOE has implemented several learner-focused initiatives, including access to online library resources, VPN-enabled research databases like Springer, and a UGC-compliant grievance redressal system. ▪ Corporate guest lectures, virtual labs with real-time projects, and guided internships will further enrich the curriculum through academic and industry collaboration.	
10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	▪ The university conducts regular data collection and analysis across key academic areas, with actionable insights documented in annual reports. ▪ Focus areas include content quality, feedback, grievance redressal, student progression, and evaluation standards. ▪ Programme project reports are reviewed by the core committee in line with UGC norms. ▪ Prior to launching new courses, a mandatory need assessment ensures curriculum relevance and alignment with market demands.	

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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	- Programme Project Reports (PPRs) are developed in accordance with the UGC ODL & Online Regulations 2020 and are approved by the University's statutory bodies. - For newly proposed programmes, the PPR undergoes a structured review process—beginning with the Board of Studies (BoS), comprising internal and external experts, followed by scrutiny by the Centre for Internal Quality Assurance (CIQA), and final approval by the Academic Council prior to submission to the Commission. - CIQA ensures that all regulatory components are addressed. Additionally, a mandatory need assessment is conducted to align new programmes with current market trends and service requirements.	
12.	Mechanism to ensure the proper implementation of Programme Project Reports	- Programme Project Reports (PPRs) are prepared as per UGC ODL & Online Regulations 2020 and approved by statutory bodies to ensure academic standards. - CIQA oversees the process through reviews, audits, and orientation sessions, while cross-functional committees and regular meetings ensure effective implementation and continuous improvement.	

13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	▪ The Centre for Internal Quality Assurance (CIQA) will compiles records of quality assurance activities, which will be submitted to the University's statutory bodies and the Commission as required. ▪ CIQA and CDOE will also prepare annual reports, budgets, and academic plans, which are reviewed and approved by statutory committees. ▪ Academic schedules are developed annually, reviewed periodically, and implemented.
14.	Inputs provided to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.	▪ Curriculum at TMU – CDOE will be regularly reviewed and updated with input from industry professionals, alumni, and academicians to ensure relevance to current market demands and enhance student employability. ▪ Committees such as the Board of Studies, and CIQA will facilitate stakeholder engagement in curriculum development. Programmes incorporate live projects, technical and professional skill training, and career-oriented initiatives.
15.	Facilitated system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.	▪ The university ensures continuous monitoring and feedback to enhance online learning. ▪ Data-driven tools, adaptive technologies, and interactive content support personalized and flexible learning. Course previews, weekly tasks, and Last Minute Revision sessions aid understanding and exam readiness.

16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	▪ TMU University has an established Internal Quality Assurance Cell (IQAC), and the Centre for Distance and Online Education (CDOE) operates under the same body for accreditation and quality assurance. ▪ CDOE CIQA provide information regularly for further processing for various accreditation.
17.	Measures adopted to ensure internalization and institutionalisation of quality enhancement practices through periodic accreditation and audit	▪ Departmental activities are documented as regular reports to support ongoing monitoring and quality assurance. ▪ Audits will be conduct at the start and end of each semester to identify and address operational gaps. Additionally, the CDOE has a plan to established MoU's with global universities and industries, offering learners international exposure through classroom instruction and virtual sessions led by global faculty. ▪ However University has signed MoU's with 50+ HEI/ Industries worldwide which provide global exposure to the learners.
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	▪ Processes and policies will be periodically revised in accordance with UGC-DEB guidelines, with faculty regularly updated on new reforms. ▪ TMU CDOE will ensures alignment with UGC norms through active collaboration with the Higher Education Commission, participation in quality audits, and adoption of best practices. ▪ CIQA will verify and enforce compliance during the development of academic materials, including specific protocols for audio-visual content creation and editing.

19.	Information obtained from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.	▪ Best practices adopted by the University are published on its website, with quality benchmarks established to enhance services and learner experience. ▪ CIQA external experts present exemplary initiatives from other institutions, which CDOE reviews to refine its processes and adopt relevant practices.	
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	▪ All quality assurance activities will be documented by CIQA in an annual report, with details ratified through official meeting minutes and will be published on the University website in due course. ▪ Online education adheres strictly to regulatory standards in content development—including audio-visual materials, textual resources, assessments, and support tools—ensuring high-quality curriculum and pedagogy.	
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.	▪ The Centre for Internal Quality Assurance (CIQA) maintains comprehensive records of all activities, which are submitted to the University's statutory bodies and the Commission as required. ▪ TMU CDOE adheres to institutional guidelines and provides relevant data upon request. Annual reports detailing academic activities are submitted to statutory authorities at the end of each session.	
	(b) Submitted a copy of report in the format as specified by the Commission, duly approved by the statutory authorities	TMU CDOE will submit all the details, documents to the commission.	

	of the Higher Educational Institution annually 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	▪ All the CIQA Reports/Resolutions will be ratified and approved by the higher authorities as and when they required. ▪ 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	▪ Instructional designing at TMU is developed and implemented in alignment with statutory guidelines to ensure learner-centric academic delivery. ▪ Each programme is structured through a defined academic process, including curriculum design, credit mapping, media selection, and support services. ▪ Adaptive technologies and customized course structures enhance learner engagement. ▪ Faculty receive training to maintain consistent quality across disciplines, and content development adheres to audio-visual standards for clarity and coherence.	

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24.	Promoted automation of learner support services of the Higher Educational Institution	▪ The University offers fully automated, ICT-enabled learner support services, providing 24/7 access to study materials and virtual resources through a dedicated Learning Management System. ▪ Support is extended via multiple platforms, including the WhatsApp, email, and phone. Mock tests are conducted to help new learners enhance their examination performance.	
25.	Coordinated with external subject experts or agencies or organisations, the activities pertaining to validation and annual review of its in-house processes.	▪ CIQA committees include external subject experts and representatives from relevant organizations to review internal processes for validation. ▪ The CIQA committee comprises two external experts, with additional members invited as needed with the Vice-Chancellor's approval. ▪ Annual CIQA meetings involve academic and corporate professionals, and their recommendations are implemented to support continuous improvement and uphold academic standards.	
26.	Coordinated with third party auditing bodies for quality audit of programme(s)	• A third-party audit mechanism will be introduced to ensure independent validation of programme quality and data accuracy, reinforcing transparency and continuous improvement in academic.	

27.	Overseen the preparation of Self-Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution	• CIQA is responsible for preparing and submitting all reports required for assessment and accreditation to IQAC, including timely self-appraisal documentation. • Annual academic audits and report approvals reflect the institution's ongoing commitment to maintaining and enhancing academic quality.	
28.	Promoted collaboration and association for quality enhancement of Online mode of education and research therein	• The University will enhance online education and research through Industry expert-guided projects, internships, and collaborative forums. • Curriculum and pedagogy will be aligning with global standards and industry needs. • Quality will be further strengthened through guest sessions, value-added programs, and partnerships with professional agencies.	
29.	Facilitated industry-institution linkage for providing exposure to the learners and enhancing their employability.	• As university already has strong industry academic linkages and network to provide effective exposure and employability to Learners. • The CDOE will foster strong industry-academia linkages to enhance learner exposure and employability through curriculum development, skill training, internships, and research opportunities. • Initiatives will be taken such as seminars, guest lectures, workshops, and bridge academic learning with industry practices, enriching the educational experience and preparing Learners for professional success.	

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	U p l o
1.	Governance, Leadership and Management: a. Organisation Structure and Governance b. Management c. Strategic Planning d. Operational Plan, Goals and Policies	• TMU follows statutory guidelines in planning, recruitment, training, and governance through a participative model with stakeholder representation through various statutory bodies. • Feedback is regularly collected to improve academics, infrastructure, and support services. • Clear goals and strategic policies guide continuous quality enhancement.	

2.	Articulation of Higher Educational Institution Objectives	- TMU has established a clear vision and strategic framework to advance Online education. - The University is expanding its offerings with certification and micro-credential courses in management, humanities, and science to meet evolving industry demands. - With a focus on adult education and learner success, TMU is committed to innovation, accessibility, and leadership in the online learning space.	
3.	Programme Development and Approval Processes a. Curriculum Planning, Design and Development b. Curriculum Implementation c. Academic Flexibility	- TMU designed and will updates its curriculum based on learning outcomes, stakeholder input, and UGC norms. - It offers academic flexibility, interdisciplinary options, and e-learning resources to meet global standards. - Revisions will ensure relevance to societal and industry needs, supported by structured planning and quality assurance.	
4.	Programme Monitoring and Review	The CIQA committee will conducts regular reviews of academic programmes to ensure adherence to the highest quality standards and shared the report to the concerned BOS.	
5.	Infrastructure Resources	- Adequate infrastructure is maintained as per academic requirements, ensuring optimal utilization of physical facilities, libraries, E-Library and ICT resources. - These measures provide consistent, high-quality support to all stakeholders across academic programmes.	

6.	Learning Environment and Learner Support	• The University has established robust ICT infrastructure that supports modern pedagogical approaches and blended learning. • A reliable network ensures continuous access to an interactive e-learning platform, featuring engaging digital content and a comprehensive Learning Management System (LMS) to foster a learner-centered environment.	
7.	Assessment and Evaluation	• TMU CDOE adhere to the compliance set by UGC-DEB as Guidelines i.e. continuous assessment and subjective assessment. • TMU evaluation system is been created keeping learning outcome of the program.	
8.	Teaching Quality and Staff Development	• TMU CDOE has established a robust framework to support academic staff through counseling, capacity-building workshops, and professional development programs, fostering continuous improvement in teaching and learning practices.	

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	Uplo
1.	Academic Planning	• TMU CDOE had done its academic planning as stipulated by the UGC-DEB Guidelines. • The Academic Calendar is finalized and approved prior to each session and shared with the learners for reference and compliance.	

2.	Validation	- Academic programmes are validated through a structured process involving external subject and industry experts to ensure quality and relevance. - The academic planner is reviewed by the Board of Studies and with further evaluation by CIQA and CDOE to maintain compliance with institutional standards.

| 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 | A) NA (EXAM are going on at the time of report submission).

 B) This is the first year of academic operation of TMU CDOE. External Audit will be conducted as when required.

 C) It is a continuous Activity.

 D) Work in Progress

 E) The TMU CDOE performance is continually monitored and reviewed by all the University stake holder. | |

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

Dr. Vipin Jain

Professor, Director

Ph.D.

3.2 Name and details of Deputy Director **of Centre for Distance and Online Education (Dual Mode University)** - Full time or contractual basis, at least 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. Peeyush Mittal, Ph.D.

Joint / Deputy Director, CDOE

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. Amit Kansal, Ph.D.

Assistant Director, CDOE

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:

> *All the requirements of Human Resources and Infrastructure have been complied as per the norms stipulated by UGC-DEB.*

i. **Programme name:**

   a. **Programme Coordinator**

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with	Date of joining programme
1.	Dr. Mohit Rastogi	Ph.D.	15	REGULAR	12-09-2023

   b. **Course Coordinator**

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme

HEI ID: HEI-P-U-0544   **Name of HEI: TMU**   **Type of HEI: PRIVATE**

TEERTHANKER MAHAVEER UNIVERSITY

(Established under Govt. of. U.P. Act. No 30, 2008)
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From the desk of Registrar. Email: registrar@tmu.ac.in

Teaching Faculty Available Exclusively for Online MBA Programme

S.No.	Employee Name	Designation	Qualification	DOJ
1	Vipin Jain	Professor	Ph.D	10-10-2023
2	Vandana Whig	Professor	Ph.D	03-10-2023
3	Amit Kansal	Professor	Ph.D	12-09-2023
4	Bindoo Malviya	Professor	Ph.D	10-10-2023
5	Anshul Sharma	Professor	Ph.D	12-09-2023
6	Manoj Agarwal	Professor	Ph.D	03-10-2023
7	Pramod Kumar Srivastava	Professor	Ph.D	03-10-2023
8	Ankit Kumar	Associate Professor	Ph.D	22-09-2023
9	Kamal Kishore Pandey	Associate Professor	Ph.D	10-10-2023
10	Mohit Rastogi	Associate Professor	Ph.D	12-09-2023
11	Mukesh Singh Tomar	Associate Professor	Ph.D	03-10-2023
12	Nitin Kumar Aggarwal	Associate Professor	Ph.D	03-10-2023
13	Pirtibha Sharma	Associate Professor	Ph.D	22-09-2023
14	Rahul	Associate Professor	Ph.D	12-09-2023
15	Pankhuri Agarwal	Associate Professor	Ph.D	10-10-2023
16	Satyendra Arya	Associate Professor	Ph.D	12-09-2023
17	Vibhor Jain	Associate Professor	Ph.D	22-09-2023
18	Avinash Rajkumar	Assistant Professor	Ph.D	03-10-2023
19	Gaurav Som	Assistant Professor	Ph.D	03-10-2023
20	Aditi Singh	Assistant Professor	Ph.D	22-09-2023
21	Anushi Singh	Assistant Professor	Ph.D	03-10-2023
22	Ashish Juneja	Assistant Professor	Ph.D	03-10-2023
23	Harsh Vardhan	Assistant Professor	Ph.D	12-09-2023
24	Himanshu Dargan	Assistant Professor	Ph.D	12-09-2023
25	Pawas Kumar Mandal	Assistant Professor	Ph.D	12-09-2023
26	Ria Mukharjee	Assistant Professor	Ph.D	22-09-2023
27	Shaiphali Jain	Assistant Professor	Ph.D	03-10-2023
28	Shashi Ranjan	Assistant Professor	Ph.D	22-09-2023
29	Anand Joshi	Assistant Professor	Post Graduate	12-09-2023
30	Dharmendra Singh	Assistant Professor	Post Graduate	22-09-2023
31	Sumit Kumar	Assistant Professor	Post Graduate	03-10-2023
32	Vivek Anand Singh	Assistant Professor	Post Graduate	03-10-2023
33	Anupama Verma	Assistant Professor	Post Graduate	10-10-2023
34	Deepti Raj Verma	Assistant Professor	Post Graduate	22-09-2023
35	Disha Rahal	Assistant Professor	Post Graduate	03-10-2023
36	Gurleen Kaur	Assistant Professor	Post Graduate	22-09-2023
37	Jyoti Sapra Madan	Assistant Professor	Post Graduate	03-10-2023

40	Roma Khanna	Assistant Professor	Post Graduate	10-10-2023
41	Surbhi Mishra	Assistant Professor	Post Graduate	03-10-2023
42	Anshu Chauhan	Assistant Professor	Post Graduate	12-09-2023
43	Renu	Assistant Professor	Post Graduate	12-09-2023

(Dr. Vaibhav Rastogi)
Joint Registrar

c. **Course mentor - NA**

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme

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)	3
Computer Operator	2	2
Multi Tasking Staff	2	2

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

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-	1	1

Video editing)		

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	1

Part – IV: Examinations

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

S.No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
1.	All processes of assessment of learners in different components of Examination shall be directly handled by the concerned Institution and no part of the assessment shall be outsourced	Yes	
2.	For ensuring transparency and credibility, the full time faculty of the 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 observers etc.	Yes	TMU CDOE conduct Computer based remote proctored based Online Examination.
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	Yes	
4.	The examination centre must be centrally located in the city, with good connectivity from railway station or bus stand, for the convenience of the students.	NA	
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	TMU CDOE conduct Computer based remote proctored based Online Examination.
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	

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

S.	Provisions in Regulations	Whether	If No,

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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	TMU CDOE conduct Computer based remote proctored based Online Examination.
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)	NA	
4.	Remote Proctoring (as mentioned in provision II (B)(13)(iii) of Annexure II)	YES	

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	
2.	A Higher Educational Institution offering Online programmes shall have a mechanism well in place for evaluation of	Yes,	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	Learners enrolled through Online mode and their certification.	The programmes offered incorporate a clearly defined and structured mechanism for evaluating enrolled learners and awarding certifications. The assessment framework consists of two key components of 1) **Continuous Evaluation**, which monitors learners' progress throughout the course duration. 2) **Summative Evaluation**, which assesses overall achievement at the end of the programme	

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3.	The evaluation shall include two types of assessments continuous or formative assessment and summative assessment in the form of end semester examination or term end examination: Provided that no semester or year-end examination shall be held unless:		
	i) The Higher Educational Institution is satisfied that at least 75 per cent. of the programme of study stipulated for the semester or year has been actually conducted;	Yes	
	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	
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	

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.	**Upload sample question paper** Yes	
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	
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	

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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.	No	TMU CDOE conduct Computer based remote proctored Online Examination, managed by the TMU COE.
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.		
	(b) Availability of biometric system		TMU CDOE conduct Computer based remote proctored based Online Examination.
	(c) The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners and Passports for International learners	No	
	(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		

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	No	TMU CDOE conduct Computer based remote proctored based Online Examination.
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	No	
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	No	
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	TMU CDOE conduct Computer based remote proctored based Online Examination.
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	Yes	

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 along with the Programme name.
		Yes	

	(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	

4.4 Result and Student Progression - For UG, PG and PGD programmes

NA (Examinations are going on at the time of report submission).

Semester beginning	Programme	No. of students	No. of students	No. of students	% of student	% of students

		admitted	appeared in exams	progressed to next year	s passed	passed in first class
<Month, Year>	1.					
	N.					

NA. Result Declaration will be done in First Week of September 2025.

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.

> TMU CDOE ensure the guidelines as mentioned in the regulations are followed for preparing the PPR's. The Quality and content of the PPR's is ensured by CIQA.

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.

> All stipulated requirements concerning E-Learning materials, audio-visual resources, Open Educational Resources (OER), computer-based instructional content, and curriculum design and pedagogy have been comprehensively addressed in adherence to the norms and guidelines set forth by the Commission.
>
> The curriculum framework, pedagogical approach, and quality benchmarks of the programmes are thoughtfully aligned with the mission and vision of the Centre for Distance and Online Education (CDOE) and duly vetted by CIQA. The development process has also taken into account the UGC Model Curriculum to ensure academic rigor and relevance.
>
> The curriculum exhibits a coherent and well-defined structure, with content that is both dependable and purposefully mapped to the expected learning outcomes. In addition, the allocation of credit values, the number of assignments, and the designated counseling hours for each programme are meticulously structured in accordance with UGC regulations.

5.3 **Compliance status in respect of e-Learning Material– As per Annexure - VII of UGC**

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.

In accordance with the standards and rules established by the Commission and thoroughly examined by the various academic bodies, the policy for Quality Assurance of Self-Learning Material is developed.

(a) An E-LM advisory group/content review committee is first established, with senior faculty members from the offering department and CDOE on its membership.

(b) The committee chooses contributors and editors to write and revise the E-LMs and secures the appropriate authorities' permission.

(c) Both internal and external subject-matter experts are chosen to contribute.
d) After the E-LMs have been edited and formatted, the Committee carefully reviews their quality and substance before recommending them to CIQA.

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/

- *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*

> *NA*

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)

> *We will comply with the MANDATED academic sessions as complied by the UGC-DEB for academic Delivery Schedule as below:*

S. No.	Credit value of the course	No. of Weeks	No. of Interactive Sessions		Hours of Study Material		Self-Study hours including Assessment etc.	Total Hours of Study (based on 30 hours per credit)
			Synchronous Online Counselling/ Webinars/ Interactive Live Lectures (1 hour per week)	Discussion Forum/ asynchronous Mentoring (2 hours per week)	e-Tutorial in hours	e-Content hours		
1.	2 credits	6 weeks	6 hours	12 hours	10	10	22	60
2.	4 credits	12 weeks	12 hours	24 hours	20	20	44	120
3.	6 credits	14 weeks	14 hours	28 hours	30	30	66	180
4.	8 Credits	16 weeks	16 hours	32 hours	40	40	88	240

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

<u>NOT APPLICABLE</u>

a.   Provide details as under:

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 wise – Program Wise

b. 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 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, https://www.tmuonline.ac.in/# (Mandatory Disclosure Tab)	
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.tmuonline.ac.in/# (Mandatory Disclosure Tab)	
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	YES https://www.tmuonline.ac.in/# (Mandatory Disclosure Tab)	
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.tmuonline.ac.in/# (Mandatory Disclosure Tab)	

| 5. | Programme-wise information on syllabus, suggested readings, contact points for | YES https://www.tmuonline.ac.in | |

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		
6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.	YES https://www.tmuonline.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	YES https://www.tmuonline.ac.in	
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	
9.	Information regarding all the programmes recognised by the Commission	YES	

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons,
10.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	YES	
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	
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	
13.	List of the 'Examination Centers' along with the number of learners in each center, for Online programmes	NA	
14.	Details of proctored examination in case of end semester examination or term end examination of Online programmes	Yes.	
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	
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	YES, TMU –CDOE will get Third party Audit as when required. However, CIQA continuously performed internal Audit and all records are maintained	

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.	(A) Yes (B) Yes (C) 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	No

	the instructions or orders issued by Central Government or State Government:

Provided that a Higher Educational Institution shall not engage in commercialisation of education in any manner whatsoever, ands hall provide for equity and access to 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 |
| 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. | (A) Yes
(B) Yes
(C) Yes
(D) Yes |
| 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
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

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	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

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, *we have not taken any International Admission in CDOE - online Mode.*

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.
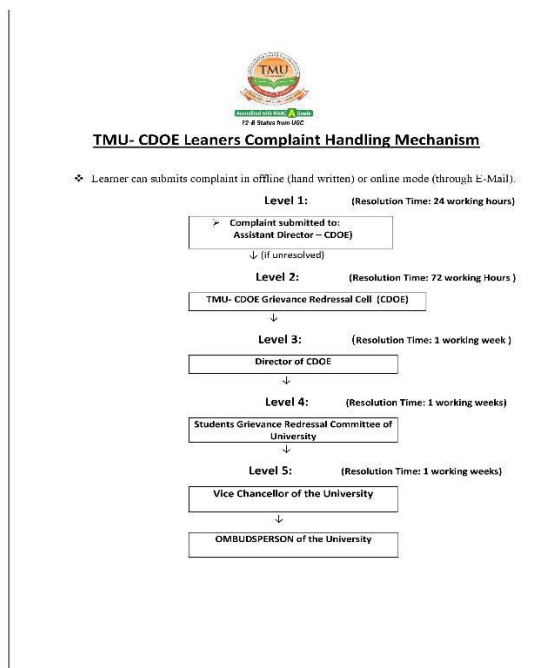
- To ensure effective redressal of online learner concerns, TMU's Centre for Distance & Online Education operates an TMU-CDOE Grievance Committee for its online education cohort *available at the Website of TMU-CDOE.*

9.2 **Details of Grievance received**

Numbers of Grievance Received	Numbers of Grievance Resolved
0	NA

9.3 **Complaint Handling Mechanism**

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

TMU- CDOE Leaners Complaint Handling Mechanism

❖ Learner can submits complaint in offline (hand written) or online mode (through E-Mail).

Level 1:   (Resolution Time: 24 working hours)

➢ Complaint submitted to: Assistant Director – CDOE)

↓ (if unresolved)

Level 2:   (Resolution Time: 72 working Hours)

TMU- CDOE Grievance Redressal Cell (CDOE)
↓

Level 3:   (Resolution Time: 1 working week)

Director of CDOE
↓

Level 4:   (Resolution Time: 1 working weeks)

Students Grievance Redressal Committee of University
↓

Level 5:   (Resolution Time: 1 working weeks)

Vice Chancellor of the University
↓

OMBUDSPERSON of the University

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)
0	NA	NA

Part – X: Innovative and Best Practices

10.1   **Innovations introduced during academic year**

- We are using SWAYAM portal as of now. University also is in process of creating a user friendly In-House LMS to provide better learning experience to our Learners.
- TMU providing engaging e-learning content along with regular industry expert webinar to increase their employability quotient.
- TMU will be providing Placement assistance services by providing placement opportunity at their existing location for future graduating batches.

10.2   **Best Practices of the HEI**

- Efficient Mentorship with accessibility to the faculties for Interaction.
- Learner Centric online content on outcome based education implementing NEP-2020 recommendation for meeting high level of educational standards.

10.3   **Details of Job Fairs conducted by the HEI**

The Placement Drives has been proposed to the statutory bodies of the University, the same will be initiated during the graduating year of Leaners.

10.4   **Success Stories of students of Online mode of the HEI**

NA

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

CDOE are in the process to work on the same based on NEP 2020.

10.6   **Number of students placed through Campus Placements**

The Campus Placement mechanism is being devised for implementation in future graduating batches.

10.7   **Details of Alumni Cell and its activity**

A dedicated Alumni Cell of TMU-CDOE will be established to initiate continuous interactions, contributions and feedback of the Alma Mater for future graduating batches.

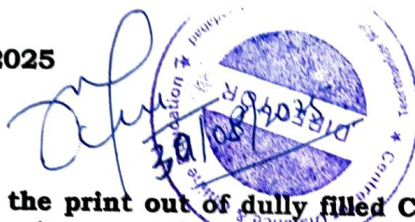**10.8**   **Any other Information**

NA

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 CDOE:	Signature of the Joint Registrar:
Name: Dr. Vipin Jain	Name: Dr. Vaibhav Rastogi
Seal:	Seal:
Date: 30/08/2025	Date: 30/08/2025

Dr. Vaibhav Rastogi
Joint Registrar
Teerthanker Mahaveer University

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.