Annual Report

OF

CENTRE FOR INTERNAL QUALITY ASSURANCE (CIQA)

PROGRAMMES UNDER ONLINE MODE **2023-24**

Name of HEI: Jamia Millia Islamia Type of HEI: Dual Mode

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Part - I: General Information

Date of notification of the Centre: 28/03/2023 (attach a copy of the notification):

Uploaded

Details of Director, CIQA

• Name: Prof. Jasim Ahmad

• Qualification: Ph.D.

• Appointment Letter and Joining Report: Upload (PDF): Uploaded

Details of CIQA Committee:

S. No.	G	Nomination as	Name and Qualification	Specializati on	Date of Nomination In CIQA Committee
a.	Vice Chancellor of The University	Chairperson	Prof. Mohammad Shakeel, Ph.D.	Civil Engineering	28/03/2023
b.	Three Senior teachers of HEI	Member1	Prof. Rahela Farooqi, Ph.D.	Management	28/03/2023
	teachers of fill	Member2	Prof. Nahid Zahoor, Ph.D.	Education	28/03/2023
		Member3	Prof. Archana Dassi, Ph.D.	Social Work	28/03/2023
c.	Head of three Departments or	Member4	Prof. Azra Abidi, Ph.D.	Sociology	28/03/2023
	Departments or	Member5	Prof. Mukesh Ranjan, Ph.D.	English	28/03/2023
	School of Studies from which programmeis being Offeredin ODL and Online mode	Member6	Prof. Devendra Kumar Dhusia, Ph.D.	Commerce	28/03/2023
d.	Two External	Member7	Prof. Heena K. Bijli Ph.D.	Education	28/03/2023
	Expers of ODL and/or Online Education	Member8	Prof. Mohd Miyan, Ph.D.	Education	28/03/2023

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e.	Administration (Registrar)		Mr. M. Nasim Haider	Law	28/.03/2023
	• Finance	Member 9	Shaikh Safiullah, CA	Commerce	28/.03/2023
f.	Director, CIQA	Member 10	Prof. Jasim Ahmad, Ph.D.	Education	28/03/2023

a. Composition as per Regulations

Name of HEI: Jamia Millia Islamia Type of HEI: Dual Mode

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

Number of meetings held and its approval: 2

- a. No. of meetings held every year: 1
- b. Meeting details:

HEI ID: HEI-U-0108

Meetings	Date-Month-	No. of External	Minutes	Approval of
Masting 1	Year	Expert Present	unlandad	Minutes
Meeting 1	27/04/2023	10	uploaded	uploaded
Meeting 2	25/07/2024	11	uploaded	uploaded

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

From <Month, Year> academic session:

Sr. No.	Name of the Depart ment	Certificate Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority		aber of admit Fema gend	ted le/Tr	
							(s) (DD-MM-YYYY) of HEI/Regu latory authority (if required)	М	F	T G	Tot al
1.	NA										
N.											

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

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

From < Month, Year > academic session:

Sr.	Name	Diploma	Duration	No. of	Admission	Fee	Approval of	Nu	ımber o		ents
No.	of the	Title	(months)	Credits	Eligibility	(Rs.)	statutory		adm	iitted	
	Depart						Authority	(Ma	ale/Fen	nale/T	rans-
	ment						(s) (DD-		gen	der)	
							MM-YYYY)	M	F	TG	Total
							of HEI/				
							Regulatory				
							authority(if				
							required)				
1.											
N.											

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

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

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		adn ale/Fer	of studen nitted nale/Tra nder)	
							M	F	TG	Total
1.										
N.										

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

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

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

Sr.	Under -	Duration	No. of	Admission	Fee	UGC	Nι	ımber	of stud	ents
No.	Graduate	(years)	Credits	Eligibility	(Rs.)	Recognition		adn	nitted	
	Degree Title					Letter No.	(M	ale/Fer	nale/T	rans-
						and date		ger	nder)	
							M	F	TG	Total
1.										
N.										

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

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

From <Month, Year>academic session: 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		adn ale/Fer	of stud nitted nale/T nder)	
							M	F	TG	Total

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

Action taken on the functions of CIQA:-

S.No.	Provisions in Regulations	Details of Action	Upload
		taken by CIQA	Relevant
		and Outcome	Document
		thereof	
		(Not more than	
		500 words)	
1.	Quality maintained in the services		
	provided to the learners	Validation, monitoring and evaluation.	
2.	Self-evaluative and reflective	It is done through academic audit.	
	exercises undertakenfor continual	academic addit.	
	quality improvement in all the		
	systems and processes of the Higher		
	Educational Institution		
3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	Preparation of SLMs, Counselling, examination system, evalution process, timely declaration of result.	
4.	Mechanism devised to ensure that the quality of Online programmes matches with the quality of relevant programmes in conventional mode (For Dual Mode HEIs)	syllabus as per with the regular mode. Faculty of	
5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.	Use of Online tools like Google Classrooms, WhatsApp Groups and the direct communication with the coordinator.	

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7.	authorities of Higher Educational Institution for qualitative improvement Implementation of its	Students and Coordinator ratio should be improved. A student friendly and mode detailed website needed. Directors and assistant professors hold regular meetings to implement
8.	reviews Workshops/ seminars/ symposium organizedon quality related themes, ensure participation of all	the recommendations. Regular guests lectures and orientation programmes for the students are organized.
	stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.	
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	Committee, Use of Google Classroom for
10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	Maintaining the record of data in compliance with the regulatory bodies.
11.	Programme Project Report for each	The Programme Project Report is updated frequently in accordance with the forms of the regulatory authority.

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12.	implementation of Programme	The PPR is prepared and updated by the subject expert. It is also reviewed by the director.	
13.	Maintenance of record of Annual	YES	
	Plans and Annual Reports of Higher		
	Educational Institution, review them		
	periodically and generate actionable		
	reports.		
14.	Inputs provided to the Higher	YES	
	Educational Institution for		
	restructuring of programmes in order		
	to make them relevant to the job		
	market.		
15.	Facilitated system based research on	YES	
	ways of creating learner centric		
	environment and to bring about		
	qualitative change in the entire		
	system.		
16.	Steps taken as a nodal coordinating	YES	
	unit for seeking assessment and		
	accreditation from a designated body		
	for accreditation such as NAAC etc.		
17.	Measures adopted to ensure	YES	
	internalisation and		
	institutionalisation of quality		
	enhancement practices through		
	periodic accreditation and audit		
18.	Steps taken to coordinate between	YES	
	Higher Educational Institution and		
	the Commission for various quality		
	related initiatives or guidelines		

Name of HEI: Jamia Millia Type of HEI: Dual Mode

20.	Information obtained from other Higher Educational Institutions on various quality benchmarks or parameters and best practices. Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	YES	
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	
	(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	
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	
23.	Facilitated adoption of instructional design requirements as per the philosophy of the Online learning decided by the statutory bodies of the HEI for its different academic programmes	YES	

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24.	Promoted automation of learner	YES	
	support services of the Higher		
	Educational Institution		
25.	Coordinated with external subject	YES	
	experts or agencies or organisations,		
	the activities pertaining to validation		
	and annual review of its in-house		
	processes		
26.	Coordinated with third party	YES	
	auditing bodies for quality audit of		
	programme(s)		
27.	Overseen the preparation of Self-	YES	
	Appraisal Report to be submitted to		
	the Assessment and Accreditation		
	agencies on behalf of Higher		
	Educational Institution		
28.	Promoted collaboration and	YES	
	association for quality enhancement		
	of Online mode of education and		
	research therein		
29.	Facilitated industry-institution	YES	
	linkage for providing exposure to the		
	learners and enhancing their		
	employability.		
1			

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	Upload
		respect of online		relevant	
		programmes		document	

HEI ID: HEI-U-0108 Name of HEI: Jamia Millia Islamia Type of HEI: Dual

		7777	
1.	Governance, Leadership and	YES	
	Management:		
	a. Organisation Structure and		
	Governance		
	b. Management		
	c. Strategic Planning		
	d. Operational Plan, Goals and		
	Policies		
2.	Articulation of Higher Educational	YES	
	Institution Objectives		
3.	Programme Development and	YES	
	Approval Processes		
	a. Curriculum Planning, Design		
	and Development		
	b. Curriculum Implementation		
	c. Academic Flexibility		
	d. Learning Resource		
	e. Feedback System		
4.	Programme Monitoring and Review	YES	
5.	Infrastructure Resources	YES	
6.	Learning Environment and Learner	YES	
	Support		
7.	Assessment and Evaluation	YES	
8.	Teaching Quality and Staff	YES	
	Development		

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	Upload
		respect of online	relevant
		programmes	document

HEI ID: HEI-U-0108

Name of HEI: Jamia Millia Islamia

Type of HEI: Dual

1.	Academic Planning	Annual Academic Calendar
2.	Validation	YES
3.	Monitoring, Evaluation and	YES
	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	

Part - III: Human Resources and Infrastructural Requirements

Name and details of Director of Centre for Distance and Online Education
(Dual Mode University) - Regular, full time, atleast Associate Professor
0r

Full Time Do	edicated Director, Prof. Jasim Ahmad, Ph.D (Education)
Name and d	letails of Deputy Director of Centre for Distance and Online
Education (I	Dual Mode University) - Full time or contractual basis, atleas
Associate Prof	essor
Or	
Name and det	tails of Deputy Director of Centre of Online Education - Full time
or contractual	basis, not below the rank of an Associate Professor
	etails of Assistant Director of Centre for Distance and Online
•	ual Mode University) - Full time or contractual basis, not below the istant Professor
Or	istalit F101ess01
	etails of Assistant Director of Centre of Online Education - Full
	ctual basis, not below the rank of an Assistant Professor
unic or conda	ctual busis, not below the rank of all Assistant Processor

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

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

The Centre for Distance and Online Education fulfils the criteria of staffing norms suggested by the Commission.

i. Programme name:

a. Programme Coordinator

S.	Names with	Qualification	Experiences	Type(Reg	Date of
No.	Designation			ular/Cont	joining
				ract)with	program
				gross	me
				salary/	
				month	
1.	Dr. Suresh Verma	Ph.D.	18 Years	Regular	29/10/2020
	(Assistant				
	Professor)				
		Ph.D.	15 Years	Contractual /	12/10/2020
2	Chishti (Assistant			Salary 79,600	
	Professor) Dr. Mohd. Afzal	DI D	2.37	G 1 /	05/40/0004
2		Ph.D.	3 Years	Contractual /	25/10/2021
3	Saifi(Assistant Professor)			Salary 79,600	
4		Ph.D.	3 Years	Contractual /	12/10/2020
7	Farhan (Assistant	F II.D.	5 Tears	Salary 79,600	12/10/2020
	Professor)			Salary 77,000	
5	/	Ph.D.	3 Years	Contractual /	01/08/2022
	Akhtar (Assistant			Salary 79,600	
	Professor)			•	
6	Dr. Bushra Hussain	Ph.D.	3 Years	Contractual /	12/10/2020
	(Assistant			Salary 79,600	
_	Professor)			~	4.4/00/0000
[/		Ph.D.	1 Years	Contractual /	14/03/2023
	SheereenSaleem(Salary 79,600	
8	Assistant Professor) Dr.	Ph.D.	3 Years	Contractual /	12/10/2020
O	ShushwiKe(Assista		5 rears	Salary 79,600	12/10/2020
	nt Professor)			Salaly 19,000	
L	µ11 1 101C3301)	1	1	1	1

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Type of HEI: Dual

9	DrDayal Sandhu(Assistant Professor)	Ph.D.	4 Years	Contractual / Salary 79,600	12/10/2020
10	Dr. IshaNaaz(Assistant Professor)	Ph.D.	3 Years	Contractual / Salary 79,600	27/07/2022
11	Dr Asif Pervez (Assistant Professor)	Ph.D.	7 Years	Contractual / Salary 79,600	12/10/2020
12	Dr. Md. ImteyajulHaque(As sistant Professor)	Ph.D.	1 Years	Contractual / Salary 79,600	12/10/2020
13	Dr Firdous Khanum(Assistant Professor)	Ph.D.	5 Years	Contractual / Salary 79,600	12/10/2020
14	Dr. SabihaKhatoon	Ph.D. and PDF	5 Years	Contractual / Salary 79,600	21/10/2021
15	Dr. Qudsia	Ph.D.	4 Years	Contractual / Salary 79,600	23/03/2023
16	Dr. Mazhar Rehman	Ph.D.	1 Year	Contractual / Salary 79,600	17/07/2023
17	Dr. Nida Fatima Qureshi	Ph.D.	1 Year	Contractual / Salary 79,600	17/07/2023
18	Dr. Shekh Moinuddin	Ph.D.	6 Years	Contractual / Salary 79,600	17/07/2023
19	Dr. Md. Masroor	Ph.D.	1 Year	Contractual / Salary 79,600	17/07/2023

b. Course Coordinator

S.	Course	Names with	Qualification	Experiences	Type(Reg	Date of
No.	name	Designation			ular/Cont	joining
					ract)withg	program
					rosssalary	me
					/	
					month	
1.	CIT	Dr. Suresh Verma	Ph.D.	18 Years	Regular	29/10/2020
	MA History	Dr. Abdullah	Ph.D.	15 Years	Contractual /	12/10/2020
2		Chishti			Salary 81,934	
	M.Com	Dr. Mohd. Afzal	Ph.D.	3 Years	Contractual /	25/10/2021
3		Saifi			Salary 81,934	
4	MA English	Dr Mohammad	Ph.D.	3 Years	Contractual /	12/10/2020
		Farhan			Salary 81,934	
5	MA Political	Dr. Shabnum	Ph.D.	3 Years	Contractual /	01/08/2022
		Akhtar			Salary 81,934	
6	B.Ed	Dr. Bushra	Ph.D.	3 Years	Contractual /	12/10/2020
		Hussain			Salary 81,934	
7	MA Hindi	Dr.	Ph.D.	1 Years	Contractual /	14/03/2023
		SheereenSaleem			Salary 81,934	

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8	MA Sociology	Dr. ShushwiKe	Ph.D.	3 Years	Contractual /	12/10/2020
9	MA Education	Dr.Dayal Sandhu	Ph.D.	4 Years	Salary 81,934 Contractual / Salary 81,934	12/10/2020
10	MA Public Administration	Dr. Isha Naaz	Ph.D.	3 Years	Contractual / Salary 81,934	27/07/2022
11	MBA	Dr. Asif Pervez	Ph.D.	7 Years	Contractual / Salary 81,934	12/10/2020
12	MA Urdu	Dr. Md. Imteyaju IHaque	Ph.D.	1 Years	Contractual / Salary 81,934	12/10/2020
13	MA HRM	Dr. Firdous Khanum	Ph.D.	5 Years	Contractual / Salary 81,934	12/10/2020
14	B.Com	Dr. Sabiha Khatoon	Ph.D.	5 Years	Contractual / Salary 81,934	21/10/2021
15	MA Urdu	Dr. Qudsia	Ph.D.	4 Years	Contractual / Salary 81,934	13/03/2023
16	M.A. Islamic Studies	Dr. Mazhar Rehman	Ph.D.	1 Year	Contractual / Salary 81,934	17/07/2023
17	M.A. Islamic Studies	Dr. Nida Fatima Qureshi	Ph.D.	1 Year	Contractual / Salary 81,934	17/07/2023
18	M.A Geography	Dr. Shekh Moinuddin	Ph.D.	6 Years	Contractual / Salary 81,934	17/07/2023
19	M.A Geography	Dr. Md. Masroor	Ph.D.	1 Year	Contractual / Salary 81,934	17/07/2023

c. Course mentor

S.	Nameswith	Qualification	Experiences	Туре	Date of
No.	Designation			(Regular/	joining
				Contract)	program
				withgross	me
				salary/	
				month	
1	Dr. Suresh Verma Assistant Professor	Ph.D.	18 Years	Regular	29/10/2020
2	Dr. Abdullah Chishti Assistant Professor	Ph.D.	15 Years	Contractual / Salary 81,934	12/10/2020
3	Dr. Mohd. Afzal Saifi Assistant Professor	Ph.D.	3 Years	Contractual / Salary 81,934	25/10/2021
4	Dr Mohammad Farhan Assistant Professor	Ph.D.	3 Years	Contractual / Salary 81,934	12/10/2020
5	Dr. Shabnum Akhtar Assistant Professor	Ph.D.	3 Years	Contractual / Salary 81,934	01/08/2022
6	Dr. Bushra Hussain Assistant Professor	Ph.D.	3 Years	Contractual / Salary 81,934	12/10/2020

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7	Dr. Sheereen Saleem Assistant Professor	Ph.D.	1 Years	Contractual / Salary 81,934	14/03/2023
8	Dr. Shushwi Ke Assistant Professor	Ph.D.	3 Years	Contractual / Salary 81,934	12/10/2020
9	Dr.Dayal Sandhu Assistant Professor	Ph.D.	4 Years	Contractual / Salary 81,934	12/10/2020
10	Dr. Isha Naaz Assistant Professor	Ph.D.	3 Years	Contractual / Salary 81,934	27/07/2022
11	Dr. Asif Pervez Assistant Professor	Ph.D.	7 Years	Contractual / Salary 81,934	12/10/2020
12	Dr. Md. Imteyajul Haque Assistant Professor	Ph.D.	1 Years	Contractual / Salary 81,934	12/10/2020
13	Dr.FirdousKhanum Assistant Professor	Ph.D.	5 Years	Contractual / Salary 81,934	12/10/2020
14	Dr. Sabiha Khatoon Assistant Professor	Ph.D.	5 Years	Contractual / Salary 81,934	21/10/2021
15	Dr. Qudsia Assistant Professor	Ph.D.	4 Years	Contractual / Salary 81,934	13/03/2023
16	Dr. Mazhar Rehman	Ph.D.	1 Year	Contractual / Salary 81,934	17/07/2023
17	Dr. Nida Fatima Qureshi	Ph.D.	1 Year	Contractual / Salary 81,934	17/07/2023
18	Dr. Shekh Moinuddin	Ph.D.	6 Years	Contractual / Salary 81,934	17/07/2023
19	Dr. Md. Masroor	Ph.D.	1 Year	Contractual / Salary 81, 934	17/07/2023

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		Any other	details				

Details of Administrative staff

a. Number of Administrative staff available exclusively for Online programmes

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

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

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

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Video editing)	YES

ii. For Delivery of Online Programmes:

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

iii. For Admission and Examination for Online mode:

Post		Re	quired	Available
Technical	Manager	1	(per Centre)	YES
(Admission, Examination and				
Result)				
Technical	Assistant	2		YES
(Admission, Examination and				
Result)				

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

Part - IV: Examinations

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

S.No.	Provisions in Regulations	Whether complied	If No, Reason
1.	All processes of assessment of learners in	Yes/No YES	thereof
	different components of Examination shall be		
	directly handled by the concerned Institution		
	and no part of the assessment shall be		
	outsourced		
2.	For ensuring transparency and credibility, the	YES	
	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		
3.	A Higher Educational Institution offering	YES	
	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.		
4.	The examination centre must be centrally	YES	
	located in the city, with good connectivity from		
	railway station or bus stand, for the		
	convenience of the students.		
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	YES	
	enrolment from the region		
6.	Building and grounds of the examination centre	YES	
	must be clean and in good condition.		
7.	The examination centre must have an	YES	
	examination hall with adequate seating capacity		
	and basic amenities		
8.	Fire extinguishers must be in working order,	YES	
	locations well marked and easily accessible.		
	Emergency exits must be clearly identified and		
	clear of obstructions		
9.	The Examination Centre shall have adequate	YES	
	and comfortable seating capacity and amenities		
	including adequate lighting, ventilation and		
	clean drinking water facilities		
10.	Safety and security of the examination centre	YES	
	must be ensured		
11.	Restrooms must be located in the same building	YES	
	as the examination centre, and restrooms must		
	be clean, supplied with necessary items, and in		
	working order		
12.	Provision of drinking water must be made for	YES	
	learners		
13.	Adequate parking must be available near the	YES	
	examination centre		
14.	Facilities for Persons with Disabilities should be	YES	
	available		

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

	S.	Provisions in Regulations	Whether	If No,	
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HEI ID: HEI-U-0108 Name of HEI: Jamia Millia Islamia Type of HEI: Dual Mode

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

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.	Upload guidelines	YES
2.	A Higher Educational Institution offering Online programmes shall have a mechanism well in place for evaluation of	Upload mechanism	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.		
3.	The evaluation shall include two types of	YES	
	assessments continuous or formative		
	assessment and summative assessment in		
	the form of end semester examination or		
	term end examination:		
	Provided that no semester or year-end examination shall be held unless:		
	i) The Higher Educational Institution is satisfied that at least 75 per cent. of the		
	programme of study stipulated for the		
	semester or year has been actually conducted;		
	ii) For Online mode: the learner has minimum participation of 75 per cent. in all the activities of Online programme prior to end semester examination or term end examination.		
4.	The curricular aspects, assessment criteria	YES	
	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		

S.No.	Provisions in Regulations mode/ODL mode by the dual mode Higher	Whether complied Yes/No If Yes, Upload relevant document YES	If No, Reason thereof
	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	
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	Upload sample	
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	Upload Process	

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.	Upload list	
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	YES	
	 (b) Availability of biometric system (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	
	(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	

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	Upload Sample	
	retain all such Closed- Circuit Television	and list	
	recordings in archives for a minimum		
	period of five years		
12.	(a) There shall be an observer for each of	Upload details	
	the Examination Centre appointed by	of Observer	
	the Higher Educational Institution and	assigned	
	(b) It shall be mandatory to have observer	Upload	
	report submitted to the Higher	Observer	
	Educational Institution	Report	
13.	An Higher Educational Institution offering	YES	
	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		
14.	As restriction of territorial jurisdiction is not	YES	
	applicable for Online learning, such Higher		
	Educational Institutions which are		
	recognised to enroll international learners		
	shall endeavour to conduct proctored		

HEI ID: HEI-U-0108 Name of HEI: Jamia Millia Islamia

Type of HEI: dual mode

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	Upload	
	and postgraduate level and post	samples	
	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.		
	(b) Each award shall also be uploaded on		
	the National Academic Depository		
16.	It shall be mandatory for Higher	Upload	
	Educational Institution to mention the	samples	
	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		

Result and Student Progression

For UG, PG and PGD programmes

Semester beginning	Programme name	No. of students admitted	No. of students appeared in exams	No. of students progressed to next year	% of students passed	% of students "passed in first class"
Annual mode- March 2020	Bachelor of Education (B.Ed), Part- II	497	489	489	94%	Final Result Awaited
Annual Mode- Batch 2021	BBA Part-II	499	483	483	87%	Final Result Awaited
Semester Mode- Batch 2021	M.Com Sem-	133	117	117	72%	Final Result Awaited
Annual mode	B.Com Part I	58	45	45	71%	Final Result Awaited
Annual mode	B.Com Part II	257	216	216	82%	Final Result Awaited
Annual mode	BBA Part I	186	157	157	59%	Final Result Awaited
Annual Mode	PGDGC	409	311	-	84%	Final Result Awaited
Annual mode- 2022	BA Part-I	284	255		Result awaited	Final Result Awaited
July 2021	M.A English	139	112	98	76	Final Result Awaited
January 2022	M.A English	187	136	112	73	Final Result Awaited
Batch 2021	M.A. Public Administration, Semester, II	38	34	34	73	Final Result Awaited
Batch 2021	M.A. Public Administration, Semester, I	38	32	32	78	Final Result Awaited
Batch 2022	M.A. Public Administration, Semester, I	23	19	19	57	Final Result Awaited
July 2021	M.A Sociology	67	51	67	23	Final Result Awaited
July 2022	M.A Sociology	26	23	26	18	Final Result

HEI ID: HEI-U-0108	Name of HEI: Jamia Millia Islamia	Type of HEI: dual mode
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						Awaited
July 2021	MA History	110	89	82		
July-August 2022	MA History	38	33	32	84.20%	Final Result Awaited
July 2021	MA Urdu	46	46	43	80%	Final Result Awaited
July 2022	MA Urdu	42	42	42	70%	Final Result Awaited
January 2021	M.A. Political Science, Semester-IV	184	129	Result	Awaited	Final Result Awaited
January 2021	M.A. Political Science, Semester-III	184	129	81	62.70%	Final Result Awaited
January 2021	M.A. Political Science, Semester-II	184	153	115	75.16%	Final Result Awaited
January 2021	M.A. Political Science, Semester-I	184	158	122	77.20%	Final Result Awaited
July 2022	M.A. Political Science, Semester-II	73		Result	Awaited	
July 2022	M.A. Political Science, Semester-I	54	73	43	58.90%	Final Result Awaited
January 2021	MA Education	43	36	30	69%	Final Result Awaited
July 2022	MA Education	63	51	49	77%	Final Result Awaited

HEI ID: HEI-U-0108

Name of HEI: Jamia Millia Islamia

Type of HEI: dual mode

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

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

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

The HEI has prepared the PPR in accordance with the UGC-DEB guidelines.

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 M aterial, Online Material, Computer-based material and Curriculum and Pedagogy, as mentioned in the Annexure-VI of the Regulations for ODL programmes.

INSERT TEXT BOX

HEI has prepared the self-learning material in accordance with the guidelines of UGC-DEB. HEI has also used various media tools for the self-learning material.

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

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

HEI has prepared the e-Learning material as per the guilines of UGC-DEB

Part - VI: Programme Delivery through Learning Platform

Details of Learning Platform

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

• In case of SWAYAM Learning Platform, 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

NA			

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

CDOE, JMI does-not use any franchise arrangement a private service provider. CDOE has its own in-house system and uses Google Classroom.

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)

The letter regarding this has been uploaded on the portal.

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:

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

HEI ID: HEI-U-0108	Name of HEI: Jamia Millia Islamia			Type of HEI: dual mode		
					wise – programmes wise)	

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

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	
	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	
3.	1	UPLOADED ON THE WEBSITE	
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	UPLOADED ON THE WEBSITE	
5.	Programme-wise information on syllabus, suggested readings, contact points for		

HEI ID: HEI-U-0108 Name of HEI: Jamia Millia Islamia Type of HEI: Dual Mode

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
	wise faculty details, list of supporting staff,	Education-	
6.	admissions, registration, re-registration,	https://jmi.ac.in/Ce ntre-For-Distance- And-Online-	
7.	learning materials offered through Online	https://jmi.ac.in/Ce ntre-For-Distance-	
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		

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
10.	learner enrolment details in respect of	YES https://jmi.ac.in/Ce ntre-For-Distance- And-Online- Education- (CDOE)/UGC- DEB-Application	
11.		YES https://jmi.ac.in/Ce ntre-For-Distance-	
12.	under the head 'Frequently Asked	YES https://jmi.ac.in/Ce ntre-For-Distance- And-Online- Education- (CDOE)/Introducti on	
13.	List of the 'Examination Centres' alongwith the number of learners in each centre, for Online programmes	YES https://jmi.ac.in/Ce ntre-For-Distance- And-Online- Education- (CDOE)/Learner- Support-Centre	
14.	Details of proctored examination in case of end semester examination or term end examination of Online programmes	YES https://jmicoe.in/	
15.	admission process along with the academic	https://jmi.ac.in/Ce ntre-For-Distance- And-Online- Education- (CDOE)/Introducti on	
16.	Reports of the third party academic audit to be undertaken every five years and internal		

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

Part - VIII: Admission and Fees

Compliance status of 'Admissions and Fees' - As per Regulations 14 of UGC (ODL Programmes and Online Programmes) Regulations, 2020

S.No.	Provision	Whether being complied Yes/No
1.	Enrolment of learners to the Higher Educational	YES
	Institution, for any reason whatsoever, in anticipation	
	of grant of recognition for offering a programme in	
	online mode, shall render the enrolment invalid	
2.	A Higher Educational Institution shall, for admission	YES
	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.	
3.	It shall be mandatory for the Higher Educational	YES
	Institution to upload the details of all kind of payment	
	or fee paid by the learners on the website of the	
	Higher Educational Institution.	
4.	The fee waiver and/or scholarship schemes for	YES
	Scheduled Caste, Scheduled Tribe, Persons with	
	Disabilities category of learners and students from	
	deprived section of society shall be in accordance with	
		L

	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	YES
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	
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.	
7.	Every Higher Educational Institution shall publish, prince commencement of admission to any of its programme prospectus (print and in e-form) containing the formula purposes of informing those persons intending to see	in Online mode, a ollowing for the

	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 YES 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
8. (b)	The percentage of tuition fee and other charges YES 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
8. (c)	The number of seats approved in respect of each YES programme of online mode, which shall be in consonance with the resources
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
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
8. (f)	The process of admission and selection of eligible YES candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for

	admission to each programme of study and the
	amount of fee to be paid for the admission test
8. (g)	Details of the teaching faculty, including therein the YES
	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
8. (h)	Pay and other emoluments payable for each category YES
	of teachers and other employees
8. (i)	Information in regard to physical and academic YES
	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
8. (j)	Broad outline of the syllabus specified by the YES
	appropriate statutory body or by higher educational
	institution, as the case may be, for every programme
	of study
8. (k)	Activity planner including all the academic activities to YES
	be carried out by the higher educational institution
	during the academic sessions
9.	Higher Educational Institution shall publish YES
	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

	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.	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

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:

Part - IX: Grievance Redressal Mechanism

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

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

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

Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved

Complaint Handling Mechanism

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

The distance mode learners directly register their complaint to the Director through the email. In addition to it, students can also mention their issues on the Google Classrooms.

Details of Complaints received from UGC (DEB)

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

Part - X: Innovative and Best Practices

Innovations introduced during academic year

Encouragement for the optimum use of technological tools for students' engagement.

Best Practices of the HEI

Direct accessibility to the academic staff for interaction with students.

Details of Job Fairs conducted by the HEI

NA

Success Stories of students of Online mode of the HEI

Students from various programmes of study have achieved success in their career. Some of them have notably join the University teaching, UPSC and others.

Initiatives taken towards conversion of e-LM into Regional Languages

CDOE, JMI is in the process of translating thee-LM into Hindi.

Number of students placed through Campus Placements

260

Details of Alumni Cell and its activity

NA

CDOE, JMI always attempts to provide a inductive atmosphere of learning for the students.

Any other Information

HEI ID: HEI-U-0108	Name of HEI: Jamia Millia Is	slamia Type of HEI: Dual Mode	
	42		

HEI ID: HEI-U-0108

Name of HEI: Jamia Millia Islamia Type of HEI: Dual Mode

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: Prof. Jasim Ahmad

Seal:

Director

Centrale Distance 2024 Education Jamia Millia Islamia, New Delhi-110025

Signature of the Registrar

Name: Mr. M. Nasim Haider

Seal:

Date: 21/08/2024

कुलसंचिव / Vegistrar

जामिया मिल्लिया इस्लामिया / Johns Millia Islam (केंद्रीय विश्वविद्यालय) / (Central University)

d diddideliad) / (Ceutral Outseran)

नई दिल्ली / New Delhi 1 10025

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