

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

CIQA 2020-2021

Part – I: General Information

1.1 Date of notification of the Centre (attach a copy of the notification): 06-July-2020

Notification : [Click here](#)

1.2 Details of Director, CIQA

- **Name:** Prof (Dr.) R K Dhar
- **Qualification:** PhD
- **Appointment Letter and Joining Report:** [Click here](#)

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	Dr. Rakesh Kumar Sharma	PhD	06- July -2020
b.	Three Senior teachers of HEI	Member 1	Dr. Shipra Aggarwal	PhD	06- July -2020
		Member 2	Dr. Dinesh Dobhal	PhD	06- July -2020
		Member 3	Dr. Bindu Sharma	PhD	06- July -2020
c.	Head of three Departments Or School of Studies From which programme is being offered in ODL and Online mode	Member 4	Dr. Navneet Rawat	PhD	06- July -2020
		Member 5	Dr. Rupa Khanna	PhD	06- July -2020
		Member 6	Dr. Kamlesh Purohit	PhD	06- July -2020
d.	Two External	Member 7	Prof Mahesh Chand Garg	PhD	06- July -2020

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

	Experts of ODL and/or Online Education	Member 8	Dr. Durgesh Pant	PhD	06- July -2020
e.	Officials from departments of HEI <ul style="list-style-type: none">• Administration• Finance	Member 9 Administration	Mr. D.S Rawat	Diploma in EC	06- July -2020
		Member 10 Finance	Mr. Subham Poddar	M.B.A	06- July -2020
f.	Director, CIQA	Member Secretary	Prof (Dr.) R K Dhar	PhD	06- July -2020

Whether members mentioned at 'b' to 'e' changed every 2 years? Yes

1.4 Number of meetings held and its approval:

a. **No. of meetings held every year: 2**

b. **Meeting details:**

Meetings	Date-Month-Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting 1	09-Nov-2020	2	Click here	Click here
Meeting 2	15-Feb-2021	2	Click here	Click here

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

No Programs.

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

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

No Programs.

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

No Programs

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

July 2020

Sr. No.	Under - Graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	No. of Learner Support Centre Operationalized as per territorial jurisdiction* /Off Campus	Number of students admitted (Male/Female/Trans-gender)			
								Male	Female	Transgender	Total
1.	B.Com	3	96	A person with 10+2 or its equivalent examination in science or commerce stream conducted by a recognized Board/ University/	Rs 25000/ Year	Ref - F.N.31-1/2018 (DEB-II) Ref: - 21-75/2020 (DEB-II)	0	6	4	0	10

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

				Council is eligible for admission							
2.	BBA	3	96	A person with 10+2 or its equivalent examination in any stream conducted by a recognized Board/ University/ Council is eligible for admission.	Rs 25000 / Year	Ref - F.N.31-1/2018 (DEB-II) Ref: - 21-75/2020 (DEB-II)	0	16	3	0	19
3.	BCA	3	98	A person with 10+2 with mathematics or its equivalent examination in any stream conducted by a recognized Board/ University/ Council is eligible for admission.	Rs 25000 / Year	Ref - F.N.31-1/2018 (DEB-II) Ref: - 21-75/2020 (DEB-II)	0	0	2	0	2

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

July 2020

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

Sr. No.	Under - Graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	No. of Learner Support Centre Operationalized as per territorial jurisdiction */Off Campus	Number of students admitted (Male/Female/Trans-gender)			
								Male	Female	Transgender	Total
1.	MBA	2	72	A person with 10+2+3 or its equivalent examination in any stream Conducted by a recognized / University / Council is eligible for admission	Rs 35000/ Year	UGC: Ref: - 21-75/2020 (DEB-II) AICTE: F.No Northern/2020-21/1-7009889 209	0	49	43	0	92
2.	MCA	2	72	A person with 10+2+3 with mathematics or its equivalent examination in any stream conducted by a recognized Board/ University/ Council is eligible for admission.	Rs 35000 / Year	UGC: Ref: - 21-75/2020 (DEB-II) AICTE: F.No Northern/2020-21/1-7009889 209	0	13	3	0	16

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 Outcomethereof (Not more than 500 words)	Upload Relevant Document
1.	Quality maintained in the services provided to the learners	<p>The Quality is maintained in Services Provided to the learners is in</p> <ol style="list-style-type: none"> 1. Admission Counselling 2. Study Material 3. Orientation and Training to use LMS 4. Complete Academic calendar with dates of Personal Contact Programs (PCP), Assignment Submission 5. Students are guided by the personnel at the help desk 6. Communication is initiated by email, whatsapp and website 7. Students are encouraged to interact with faculty during PCP and forums floated on LMS 	<p>Admission Counselling and Academic Processes Click here</p> <p>Welcome Letter Click here</p> <p>Orientation and Training LMS video Click here</p>
2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	<ol style="list-style-type: none"> 1. Continuous Monitoring of all the services provided to the student is done with constant interaction with the HEI. 2. Any innovative processes developed in the HEI are adapted to ODL student 3. Online PCP services were provided to learners during the period of COVID-19. 4. Majority of the classes were conducted on Microsoft Teams platform. The University performs Continuous Assessment (CA). 	<p>Best Practices of Synchronous QA Sessions Click here</p> <p>Teams Demo Click here</p> <p>How to submit assignment on Moodle. Click here</p>

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	<ol style="list-style-type: none">1. CIQA has been instrumental in suggesting modification in developing Learning Material and suggesting modifications in the Teaching Learning Processes based inputs of the students in ODL.2. Adaption of new methods in classes and Examination. During the period of Covid 19, students were given demo of how to attend online classes and how to	Identification of Pedagogical Interventions for ODL Click here Report of Identification of Pedagogical Interventions for ODL Click here
4.	Mechanism devised to ensure that the quality of Open and Distance Learning programmes matches with the quality of relevant programmes in conventional mode (For Dual Mode HEIs)	A document of teaching-learning processes in conventional mode is prepared and shared with the ODL department for adaption of the same. Example : Conventional Mode Digital Circuits for MCA is in Lab whereas in ODL mode an EDA tool is suggested for the students Example: Students were Introduced to MATLAB for Machine Learning.	Report of Teaching Learning Processes used in Formal Mode for adaptation for ODL Click here
5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.	The DDOE has developed google feedback forms and circulated among learners, teachers, staff, parents, society, employers etc. for feedback.	GEU feedback form link Click here Feedback form document Click here

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

6.	Measures suggested to the authorities of Higher Educational Institution for qualitative improvement	Based on the feedback from the students and the stake holders. New subjects and teaching learning processes are suggested to the HEI	Processes to improve Quality in Teaching Learning Process Click here Consolidated Report to Suggest Innovative and Quality Teaching-Learning Processes for ODL by the HEI Click here
7.	Implementation of its recommendations through periodic reviews	An internal committee was organized by CIQA to monitor the quality headed by programme coordinators	Implementation of CIQA recommendations and PPR implementation Click here
8.	Workshops/ seminars/ symposium organized on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.	A workshop on Open Education Resources and the Creative Commons was conducted to faculty of ODL	A report of the workshop highlighting the need and the awareness of Open Education Resources and Creative Commons Licensing was conducted for the faculty of ODL. Click here
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	The unit wise development of syllabus and the SLM for ODL have enhanced the quality of teaching in the conventional mode. The interaction during PCP with working professionals have given a new insight to teaching-learning processes in the HEI	Roles and Responsibilities for Faculty to ensure best practices. Click here

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	Feedback from students regarding programmes and feedback from faculty regrading the teaching-learning experience	Faculty feedback Click here
11.	Measures taken to ensure that Programme Project Report for each programme is according to thenorms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme	THE PPR prepared by the departments for launch of new programs was first reviewed by CIQA and then approved by Statutory bodies . The PPR were examined by a committee and report on the modifications for the same where incorporated	Implementation of CIQA recommendations and PPR implementation Click here PPR Link Click here
12.	Mechanism to ensure the proper implementation of Programme Project Reports	Various process was followed for the design, development and effective measures were taken for proper implementation of Programme Project Reports. Programme coordinators were designated, their roles and responsibilities were defined. A report of the Programme coordinators must ensure PPR implementation.	Duties and Responsibilities of Programme Coordinators Click here
13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	The Annual reports were made and presented to the CIQA members for necessary action	Annual Report Click here

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

14.	Inputs provided to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.	Framing of Syllabus and modification of curriculum based on the feedback from various stake holders 1. Placement Officer 2. Enquires from prospective students 3. Industry Interaction 4. Suggestions from Heads of Department	Stake holders inputs were implemented and the same was incorporated in the Syllabus. Click here
15.	Facilitated system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.	Efforts to improve quality of teaching-learning processes were undertaken by feedback based on the learner analytics	Learner analytics Click here
16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	Documents given to NAAC	NAAC Documents Click here
17.	Measures adopted to ensure internalisation and institutionalisation of quality enhancement practices through periodic accreditation and audit	Various steps were taken by nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc for maintaining quality in Open and Distance Learning.	Academic Audit Click here
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	Academic audit of ODL processes was conducted by an appointed committee. A report on the same was submitted for indicating the areas wherein improvement can be done.	Academic Audit Click here

19.	Information obtained from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.	A committee was constituted to study the processes of IGNOU and other Institutes. A report of the same was presented and suggestions were given for improvement were in the curriculum and other practices.	Study of other HEI offering ODL programmes Click here Consolidated Report of Offerings and Functioning of other HEIs Click here
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	CIQA conducted various meetings related to NAAC, NIRF, NEP, Opportunities for ODL	Annual report of the CIQA as collated presentation of the all the activities listed above Click here
21.	Submitted Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session.		Annual report of the CIQA as collated presentation of the all the activities listed above Click here
	(a) 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.	CIQA submit its Annual Report in the format as specified by the Commission at the end of each Academic year for Approval to Board of Management and after receiving its Approval it is submitted annually to the Commission and displayed on university website	Annual Report to be displayed on the website. Click here
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	The CIQA take periodic review on quality assurance systems process by way of conducting core committee meeting	A meeting was conducted and Annual Report was presented to the members of the HEI by the Director CIQA.

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

23.	Facilitated adoption of instructional design requirements as per the philosophy of the Open and Distance Learning decided by the statutory bodies of the HEI for its different academic programmes	Open and Distance Learning (ODL) is a philosophy of providing access to education to all those who wish to learn irrespective of place, time and pace of learning. The instructional design requirements for ODL are different from traditional classroom teaching	SLM Guidelines Click here
-----	--	--	--

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

24.	Promoted automation of learner support services of the Higher Educational Institution	Online PCP services were provided to learners Online PCP services were provided to learners Online PCP services were provided to learners period of COVID-19, majority of the classes were conducted on Microsoft Teams platform. The University performs Continuous Assessment (CA) and Term End Examination (TEE) for assessing the progress of learners. The CA was done through tutor marked assignments	Admission Counselling and Academic Processes Click here Welcome Letter Click here Orientation and Training LMS video Click here Best Practices of Synchronous QA Sessions Click here How to submit assignment on Moodle. Click here
25.	Coordinated with external subject experts or agencies or organisations, the activities pertaining to validation and annual review of its in-house processes	Annual Academic audit is conducted by external experts to review and assess the processes. The report is presented to the CIQA for suggestions and decisions.	Academic Audit Report Click here Click here

26.	Coordinated with third party auditing bodies for quality audit of programme(s)	A Committee is constituted consisting of Industry and other academic experts for audit of the processes and programs in ODL	Academic Audit Report Click here Click here
27.	Overseen the preparation of Self-Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution	Documents submitted NAAC by ODL department to be listed here	NAAC Documents Click here
28.	Promoted collaboration and association for quality enhancement of Open and Distance Learning mode of education and research therein	A Department Committee for Quality enhancement in all the quadrants of the ODL was constituted. A report of the same is presented for implementation.	A report of Industry Requirement Click here
29.	Facilitated industry-institution linkage for providing exposure to the learners and enhancing their employability.	The CIQA suggested that the profiles of the ODL students working in various industries would be a area to be explored. Accordingly the students a discussion with the students yielded indicators for enhancing the Curriculum and making it Industry Relevant.	A report of Industry Requirement Click here

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 ODL	Upload relevant document
1.	<p>Governance, Leadership and Management:</p> <p>a. Organisation Structure and Governance</p> <p>b. Management</p> <p>c. Strategic Planning</p> <p>d. Operational Plan, Goals and Policies</p>	<p>The Institution has a well-defined organizational hierarchy as per statutory requirements. Various academic and administrative decision making bodies are active to ensure participative decision making in a decentralized regime. The Vice Chancellor is supported by Pro-VC, Deans, Proctors etc. besides the officers of the University. Platforms for regular interaction of university administration with various stakeholders groups are active. Their feedback is valued for academic and administrative planning. The Institution has budgetary control system to monitor effective and efficient usage of financial resources</p>	<p>Organogram of the HEI</p> <p>Click here</p>
2.	<p>Articulation of Higher Educational Institution Objectives</p>	<p>The Higher Educational Institution shall articulate a clear vision, mission, ethos and broad strategy consistent with the goals for offering programmes in Open and Distance Learning</p>	
3.	<p>Programme Development and Approval Processes</p> <p>a. Curriculum Planning,</p>	<p>The Curriculum design is an exercise carried out once in a year wherein the BoS of the respective departments are</p>	<p>SLM Guidelines</p> <p>Click here</p>

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

	<p>Designand Development</p> <p>b. Curriculum Implementation</p> <p>c. Academic Flexibility</p> <p>d. Learning Resource</p> <p>e. Feedback System</p>	<p>convened</p> <p>Regular meeting of the Faculty is convened to address the concerns of the learners and the faculty resulting corrections and possibly new teaching learning methods. SLM review is conducted to maintain the quality of delivery based on the feedback</p>	<p>Orientation and Training LMS video</p> <p>Click here</p> <p>GEU feedback form link</p> <p>Click here</p> <p>Feedback form document</p> <p>Click here</p>
4.	Programme Monitoring and Review	Programme Monitoring is done by period reviews by the Programme Coordinators	Program Monitoring Report
5.	Infrastructure Resources	Infrastructure Requirements is reviewed and any requirements are generated and taken care by the Infrastructure Incharge of the HEI	Infrastructure Resources
6.	Learning Environment and Learner Support	Students are regularly guided by the Help Desk at the Directorate to help students with issues faced in the LMS. Notices are sent by all modes of communication.	Orientation and Training LMS video
7.	Assessment and Evaluation	The faculty handling the subject regularly guides students regarding Assessments and Evaluations to be conducted.	Assessment and Evaluation
8.	Teaching Quality and Staff Development	Faculty subject themselves to regular review in case of any issues. Aopen environment is provided for development of the teacher.	Peer Feedback

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

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 ODL	Upload relevant document
1.	Academic Planning	The University prepares time table for admission, teaching & examination and strictly follows the academic calendar.	Academic Calendar and Personal Contact Programme Click here
2.	Validation	The Development of program proposals are based on the assessment and need analysis report based on the academic audit and the inputs from the committees formed to suggest courses and their relevance. GEU has been at the forefront of maintaining academic standard and providing essential services to the students.	Program Monitoring Report Click here Academic Audit Click here Click here

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

3.	Monitoring, Evaluation and Enhancement Plans a. Reports from Learner Support Centres (for Open and Distance Learning programmes) b. Reports from Examination Centres c. External Auditor or other External Agencies report d. Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institution levels e. Reporting and Analytics by the Higher Educational Institution f. Periodic Review	The DDOE conducts Academic Audit for Quality assessments. The Programme Coordinators Monitor the progress and the Committees formed by the CIQA suggest enhancements in the courses.	Academic Audit Click here Click here Observer Report Click here
----	---	--	---

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

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. Raj K Dhar, Director, Directorate of Distance and Online Education and Director CIQA, Regular, Full Time, Qualification – PhD, Salary – Rs 1,15,500 / Month. [Click here](#)

3.2 Compliance status of “Human Resource and Infrastructural Requirements” – 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 and physical infrastructure exclusively/independently, as mentioned in the Annexure-IV of the Regulations. In addition, the faculty details shall be provided in the following format:

Insert Box

Programmes Name	No. of Faculty required	No. of Faculty appointed	Complied Yes/No	If no. reason thereof
UG	6	6	Yes	
PG	4	4	Yes	
PGD	N.A	N.A	N.A	

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

S. No.	Programme Name	No. of Full time-Dedicated faculty for ODL	Names	Designation	Qualification	Experience	Type (Regular/Contract) with gross salary/month			Date of joining programme and Joining report
							Type	Gross salary/month	Contract period	
1.	BACHELOR OF COMMERCE	2	Dr. Shipra Aggarwal	Associate Professor	PhD	168 Months	Regular	65000/month		24/12/2018 Click here
			Dr. Ranjit Mukherjee	Associate Professor	PhD	228 Months	Regular	61560/month		24/12/2018 Click here
2.	BACHELOR OF BUSINESS ADMINISTRATION	2	Dr. Anamika Chettri	Associate Professors	PhD	132 Months	Regular	64177 / Month	-	24/12/2018 Click here
			Dr. Bindu Sharma	Professor	PhD	180 Months	Regular	105000 /Month	-	24/12/2018 Click here
3.	BACHELOR OF COMPUTER APPLICATIONS	2	Dr. Umesh Tiwari	Associate Professor	PhD	144 Months	Regular	70000 / Month	-	24/12/2018 Click here
			Dr. Dinesh Chandra Dobhal	Associate Professor	PhD	180 Months	Regular	70000 / Month	-	24/12/2018 Click here
4.	MASTER OF BUSINESS ADMINISTRATION	2	Dr. Abhishek Negi	Associate Professor	PhD	192 Months	Regular	72292 / Month	-	24/12/2018 Click here
			Mr. Chirag Singhal	Assistant Professor	PhD	168 Months	Regular	55000/ Month	-	17/01/2020 Click here
5.	MASTER OF COMPUTER APPLICATION	2	Dr. Kamlesh Chandra Purohit	Associate Professor	PhD	168 Months	Regular	75600 / Month	-	24/12/2018 Click here
			Dr. Preeti	Assistant Professor	PhD	108 Months	Regular	54988 / Month	-	24/12/2018 Click here

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

3.3 Details of Administrative staff

Number of Administrative staff available exclusively for ODL programmes at HQ & at LSCs

Admin Staff	Required (up to 5,000 students)	Available		Documents
Deputy Registrar	1	1	Mr. B.K Koul	Click here
Assistant Registrar	1	1	Mr. Anil Chuhan	Click here
Section Officer	1	1	Mr. Sandeep Hatwal	Click here
Assistants	3 (2 for DM Universities)	2	Ms. Deepa Verma Mr. Vimal Kakkad	Click here Click here
Computer Operator	2	2	Mr. Ashish Lakhera Mr. Shrey Gupta	Click here Click here
Multi-Tasking Staff	2	2	Mr. H.D Patni Mr. Sunendra Chamoli	Click here Click here

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

Note:

1. In case of the enrolment higher than 5,000 the number of positions in the Centre for Distance and Online Learning may be increased by the HEI appropriately.
2. Private University eligible to offer ODL programmes through its Head Quarters only and duly recognized off-campus centres; not through any Learner Support Centre.

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

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 Open and Distance Learning 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	
3.	All Examinations for Open and Distance Learning mode programmes shall be conducted within the Institution where the Study Centres or Learner Support Centres is located under the direct control and responsibility of the Open and Distance Learning mode Institution. No Examination Centres shall be allotted to any private organisations or unapproved Higher Educational Institutions.	Exam were held in Online mode	

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

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.	Exam were held in Online mode	
5.	The number of examination centres in a city or State must be proportionate to the student enrolment from the region	Exam were held in Online mode	
6.	Building and grounds of the examination centre must be clean and in good condition.	Exam were held in Online mode	
7.	The examination centre must have an examination hall with adequate seating capacity and basic amenities	Exam were held in Online mode	
8.	Fire extinguishers must be in working order, locations well marked and easily accessible. Emergency exits must be clearly identified and clear of obstructions	Exam were held in Online mode	
9.	The Examination Centre shall have adequate and comfortable seating capacity and amenities including adequate lighting, ventilation and clean drinking water facilities	Exam were held in Online mode	
10.	Safety and security of the examination centre must be ensured	Exam were held in Online mode	
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	Exam were held in Online mode	
12.	Provision of drinking water must be made for learners	Exam were held in Online mode	
13.	Adequate parking must be available near the examination centre	Exam were held in Online mode	
14.	Facilities for Persons with Disabilities should be available	Exam were held in Online mode	

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

4.2 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, it is followed. Exam Guidelines Click here	
2.	A Higher Educational Institution offering Open and Distance Learning Programmes shall have a mechanism well in place for evaluation of learners enrolled through Open and Distance Learning mode and their certification.	Yes, it is followed. Evaluation Mechanism Click here	
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	Yes, it is followed. Academic Calendar and PCP Click here	

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

	<p>conducted;</p> <p>ii) For Open and Distance Learning mode: the learner has minimum attendance of 75 per cent. in the programme specific Personal Contact Programme (excluding counselling) and lab component of each of the programmes; and detailed attendance records have been maintained by Learner Support Centre/Regional Centre/ Higher Educational Institution</p>	<p>Feedback</p> <p>Click here</p> <p>Exam held in Online Mode</p> <p>Click here</p>	
4.	<p>The curricular aspects, assessment criteria and credit framework for the award of Degree programmes at undergraduate and postgraduate level and/or Post Graduate Diploma programmes through Open and Distance Learning mode shall be evolved by adopting same standards as being followed in conventional mode by the dual mode Higher Educational Institutions and in Open Distance Learning mode by the Open Universities</p>	<p>Yes, it is followed.</p> <p>Program Project Report</p> <p>Click here</p>	
5.	<p>The weightage for different components of assessments for Open and Distance Learning mode shall be as under:</p> <p>(i) continuous or formative assessment (in semester): Maximum 30 per cent.</p> <p>(ii) summative assessment (end semester examination or term end examination): Minimum 70 per cent.</p>	<p>Yes, it is followed.</p> <p>Sample Question paper</p> <p>Click here</p> <p>Sample Assignmnet</p> <p>Click here</p>	
6.	<p>The Higher Educational Institution shall notify all assessment tools to be used for formative and</p>	<p>Yes, it is followed.</p> <p>Assesment Criteria</p> <p>Click here</p>	

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

	summative assessments		
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, it is followed. Sample Marksheet Click here	
8.	A Higher Educational Institution offering a Programme in Open and Distance Learning 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 that no part of the syllabus is left out of study by a learner.	Process Click here	
9.	The examination of the programmes in Open and Distance learning 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.	Date sheet Click here	
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	Exam were held in Online Mode Click here	
	(b) Availability of biometric system	Online Mode Click here	
	(c) The attendance of examinees shall be		

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

	authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners	Online Mode Click here	
	(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 centre to the Higher Educational Institution	Exam were held in Online Mode Click here	
11.	The Higher Educational Institution shall retain all such Closed- Circuit Television recordings in archives for a minimum period of five years	Online Mode Click here	
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	Observer Report Click here	
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	Observer Report Click here	
13.	(a) All end semester examinations or term end examinations for programmes offered through Open and Distance Learning mode shall be conducted through proctored examination (pen- paper or online or computer based testing) within Territorial Jurisdiction, in the examination centre as mentioned in these regulations.	Online Mode Click here Date sheet Click here Sample Question paper Click here Sample Assignmnet Click here	
	(b) The Exams shall be under the direct control and responsibility of the Open and Distance	Yes, it is followed.	

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

	Learning mode Institution		
14.	The Examination Centre shall be located in Government Institutions like Kendriya Vidyalaya(s), Navodaya Vidyalaya(s), Sainik School(s), State Government Schools, etc. can also be identified as examination centre(s) under direct overall supervision of a Higher Educational Institution offering education under the Open and Distance Learning mode including approved affiliated colleges under the University system in the Country and no Examination Centres shall be allotted to private organisations or unapproved Higher Educational Institutions	Exam were held in online Mode Click here	
15.	The Learner Support Centres, as defined in the regulations and within the territorial jurisdiction, can also be used as examination centres provided they fulfill the criteria of an examination centre as defined in these regulations	Exam were held in Online Mode Click here	
16.	The 'Examination Centre' shall be established within the territorial jurisdiction of the Higher Educational Institution	Online Mode Click here	
17.	(a) Each award of Degree at undergraduate and postgraduate level and post graduate diploma for Open and Distance Learning shall be assigned a unique identification number and shall have i. Photograph ii. Aadhaar number or other government	Sample Degree Click here	

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

	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	Yes, it is followed	
18.	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 Learner Support Centres (only for Open and Distance Learning); (v) Name and address of all Examination Centres	Sample Degree Click here	

4.3 Whether any examination held through online mode.

If yes, provide details regarding technology enabled online test with all the security arrangements ensuring transparency and credibility of the examinations, or through the Proctored Examination

The Directorate of Distance and Online Education has conducted Exams and Personal Contact Program Online as per the guidelines of UGC namely "UGC Guidelines on Examination and Academic Calendar for the Universities in view of Covid-19 Pandemic and Subsequent Lockdown" and Guidelines of Uttarakhand Government.

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

4.4 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
July 2020	1.B.Com	10	10	10	100	100
	2. BBA	19	19	19	100	94
	3. BCA	2	2	2	100	50
	4. MBA	92	92	92	100	90
	5. MCA	16	16	16	100	100
Feb 2021	1.B.Com	10	7	7	100	100
	2. BBA	19	18	18	100	100
	3. BCA	2	2	2	100	100
	4. MBA	92	90	90	100	100
	5. MCA	16	15	15	100	100

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

Part – V: Programme Project Report (PPR) and Self-Learning Material (SLM)

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.

Program Project Report : [Click here](#)

Statutory Bodies : [Click here](#)

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.

SLM Guidelines, Sample Structure, Flowchart, Review Form : [Click here](#)

5.3 Compliance status in respect of Self-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.

SLM Guidelines, Sample Structure, Flowchart, Review Form : [Click here](#)

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

Part – VI: Programme Delivery through Learner Support Centre (LSC)

6.1 Details of personal contact programmes implemented:

Please provide information in respect of programmes at UG, PG and PGD Programmes

S. No.	Programmes name	Centre Name	No. of centres conducted PCP	No. of PCP held every year	Total no. of students registered in the programme	No. of Students Attended on an average basis
1.	UG	Graphic Era (Deemed to be) University	1	300	31	28
2.	PG	Graphic Era (Deemed to be) University	1	200	108	98
3.	PGD	N.A	N.A	N.A	N.A	N.A

6.2 Compliance status of 'Learner Support Centre' – As per Annexure VIII of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention the process followed for identification of LSCs and the agreement terms for providing support to the learners thereby ensuring compliance to the LSCs provisions of the Regulations. The explicit details of approval by its Statutory Authorities/CIQA shall also be mentioned.

There is only one Learner Support Center i.e Graphic Era (Deemed to be) University

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

6.3 LSC wise enrollment details (Not for Private University)

Sr. No.	Name & Address of College/ institute where LSC is established (with Pin Code)	This LSC is LSC of how many HEIs? (No. and Names)	If yes, All the HEIs in same State as that of the LSC?	Name of HEI to which College/ institute is affiliated (where LSC is established)	Whether the College/ institute is private or Govt (where LSC is established)	Name and Contact Details of Coordinator and Counselor	Qualification of Coordinator and Counselor	No. of Counsellors	Programmes offered	Total Enrolled student.
1.	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A

Note: In case of Science Programmes, programmes shall be offered from the Head Quarters and/or only from such Learner Support Centres which are offering same programme under conventional mode atleast for seven years.

Whether LSC is offering same programme under conventional mode	If Yes, then years since when being taught in conventional mode	No. of years	7 years condition complied Yes/No
N.A	N.A	N.A	N.A

6.4 Off campus details (For Deemed to be University)

Sr. No.	Name & Address of Off campus (Pin Code)	Approval of Govt of India through notification published in the Official Gazette	Name and Contact Details of Coordinator and Counselor	Qualification of Coordinator and Counselor	No. of Counsellors	Programmes offered	Total Enrolled student.
1.	N.A	N.A	N.A	N.A	N.A	N.A	N.A

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

6.5 Delivery of Self-Learning Material

Delivery of Self Learning Material to learners for ODL programmes as defined in Annexure-VI and Annexure-VII of Regulations

Type	Date of Admission (for July and January)			Date of delivery SLM	Whether SLM Delivered To learners within a fortnight from the date of admission
Printing Material	July 2020 Batch	UG	Sem 1	05 June 2020	Yes
	July 2020 Batch	PG	Sem 1	05 June 2020	
Audio-Video Material	July 2020 Batch	UG	Sem 1	05 June 2020	Yes
	July 2020 Batch	PG	Sem 1	05 June 2020	
Online Material	July 2020 Batch	UG	Sem 1	05 June 2020	Yes
	July 2020 Batch	PG	Sem 1	05 June 2020	
Compute based Material	July 2020 Batch	UG	Sem 1	05 June 2020	Yes
	July 2020 Batch	PG	Sem 1	05 June 2020	
Printing Material	July 2020 Batch	UG	Sem 2	23 Feb 2021	Yes
	July 2020 Batch	PG	Sem 2	03 April 2021	
Audio-Video Material	July 2020 Batch	UG	Sem 2	23 Feb 2021	Yes
	July 2020 Batch	PG	Sem 2	03 April 2021	
Online Material	July 2020 Batch	UG	Sem 2	23 Feb 2021	Yes

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

	July 2020 Batch	PG	Sem 2	03 April 2021	
Compute based Material	July 2020 Batch	UG	Sem 2	23 Feb 2021	Yes
	July 2020 Batch	PG	Sem 2	03 April 2021	

6.6 Whether any course in a particular programme was allowed through OER/ Massive Open Online Courses: Y/N

6.6.1 Provide details as under:

S. No.	Programme Name	Courses allowed through OER/ MOOC	Name of Platform	Name of HEI offering 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 – programmes wise)
1.	N.A	N.A	N.A	N.A	N.A	N.A	N.A

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

N.A

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, it is complied	
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 Open and Distance Learning mode	Approval Letter Click here	
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	Approval Letter Click here	
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	Website Click here Prospectus Click here	
5.	Programme-wise information on syllabus,		

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

	suggested readings, contact points for counselling/mentoring, programme structure with credit points, programme-wise faculty details, list of supporting staff, list of Learner Support Centres with addresses and contact details (for Open and Distance Learning mode), their working hours and counselling (for Open and Distance Learning mode) Schedule;	Syllabus Click here	
6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.	Academic Calendar Click here Date Sheet Click here	
7.	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 Open and Distance Learning mode programmes and shall be an input for maintaining the quality of the programmes and bridging the gaps, if any	Feedback forms Click here Feedback form link Click here	
8.	Information regarding all the programmes recognised by the Commission	Approval Letter Click here	
9.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	Program wise Enrolment Details Click here	
10.	Complete information about 'Self Learning		

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

	Material' including name of the faculty who prepared it, when was it prepared and last updated for Open and Distance Learning Programmes;	List of Faculty Members who have written SLM Click here	
11.	A compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of online interaction with learners providing hyperlink support for Open and Distance Learning Programmes	Frequently Asked Questions Click here	
12.	List of the 'Learner Support Centres' along with the number of learners who shall appear at any examination centre and details of the Information and Communication Technology facilities available for conduct of examination in a fair and transparent manner, for Open and Distance Learning programmes	No. Of Learner Support Center Proposed Click here	
13.	List of the 'Examination Centres' along with the number of learners in each centre, for Open and Distance Learning programmes	No. Of Examination Center Proposed Click here	
14.	Details of proctored examination in case of end semester examination or term end examination of Open and Distance Learning programmes	Exam were held Online Click here	
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	Academic Calendar Click here	

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

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	Academic Audit Click here Click here	
-----	---	--	--

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.	The intake capacity under Open and Distance Learning mode for a programme under science discipline to be offered by a Dual Mode University shall be three times of the approved intake in conventional mode and in case of Open University, it shall be commensurate with the capacity of the Learner Support Centres (for Open and Distance Learning only) to provide lab facilities to the admitted learners:	Yes, it is complied
2.	Enrolment of learners to the Higher Educational Institution, for any reason whatsoever, in anticipation of grant of recognition for offering a programme in Open and Distance Learning mode, shall render the enrolment invalid	Yes, it is complied
3.	<p>A Higher Educational Institution shall, for admission in respect of any programme in Open and Distance Learning mode, accept payment towards admission fee and other fees and charges-</p> <p>(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;</p> <p>(b) with a proper receipt in writing issued for such payment to the concerned learner admitted in such Higher Educational Institutions;</p> <p>(c) only by way of online transfer, bank draft or pay order directly in favour of the Higher Educational Institution.</p>	<p>Yes, it is complied</p> <p>Yes, it is complied</p> <p>Yes, it is complied</p>

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

4.	<p>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.</p>	Yes, it is complied
5.	<p>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 the instructions or orders issued by Central Government or State Government:</p> <p>Provided that a Higher Educational Institution shall not engage in commercialisation of education in any manner whatsoever, and shall provide for equity and access to all deserving learners</p>	Yes, it is complied
6.	<p>Admission of learners to a Higher Educational Institution for a programme in Open and Distance Learning mode shall be offered in a transparent manner and made directly by the Head Quarters of the Higher Educational Institution which shall be solely responsible for final approval relating to admissions or registration of learners:</p> <p>Provided that a Learner Support Centre shall not admit a learner to any programme in Open and Distance Learning for or on behalf of the Higher Educational Institution</p>	Yes, it is complied
7.	<p>Every Higher Educational Institution shall–</p> <p>(a) record Aadhaar details or other Government identifier(s) of Indian learner and Passport for an</p>	Yes, it is complied

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

	<p>International Learner;</p> <p>(b) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years;</p> <p>(c) exhibit such records as permissible under law on its website; and</p> <p>(d) be liable to produce such record, whenever called upon to do so by any statutory authority of the Government under any law for the time being in force.</p>	<p>Yes, it is complied</p> <p>Yes, it is complied</p> <p>Yes, it is complied</p>
8.	<p>Every Higher Educational Institution shall publish, prior to the date of commencement of admission to any of its programme in Open and Distance Learning 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</p>	
8. (a)	<p>Each component of the fee, deposits and other charges payable by the learners admitted to such Higher Educational Institutions for pursuing a programme in Open and Distance Learning mode, and the other terms and conditions of such payment</p>	<p>Yes, it is complied</p>
8. (b)	<p>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</p>	<p>Yes, it is complied</p>
8. (c)	<p>The number of seats approved in respect of each programme of Open and Distance Learning mode,</p>	<p>Yes, it is complied</p>

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

	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	Yes, it is complied
8. (e)	The minimum educational qualifications required for admission in programme(s) specified by the Commission or relevant statutory authority or councils, or by the Higher Educational Institution, where no such qualifying standards have been specified by any statutory authority	Yes, it is complied
8. (f)	The process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each programme of study and the amount of fee to be paid for the admission test	Yes, it is complied
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, it is complied
8. (h)	Pay and other emoluments payable for each category of teachers and other employees	Yes, it is complied
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, it is complied

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

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, it is complied
8. (k)	Activity planner including all the academic activities to be carried out by the higher educational institution during the academic sessions	Yes, it is complied
9.	Higher Educational Institution shall publish information at sr. no. '8' above on its website, and the attention of the prospective learners and the general public shall be drawn to such publication on its website and Higher Educational Institution admission prospectus and the admission process shall necessarily be over within the time period mentioned in the Commission Order	Yes, it is complied
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, it is complied
11.	No person shall, directly or indirectly, offer or pay capitation fee or give any donation, by way of consideration either in cash or kind or otherwise, for obtaining admission to any seat or seats in a programme in Open and Distance Learning mode offered by a Higher Education Institution	Yes, it is complied
12.	No Higher Educational Institution, who has in its possession or custody, any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the	Yes, it is complied

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

	<p>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 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</p>	
13.	<p>In case a learner, after having admitted to a Higher Educational Institution, for pursuing any programme in Open and Distance Learning 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 Educational Institution</p>	Yes, it is complied
14.	<p>No Higher Educational Institution shall, issue or publish-</p> <p>(a) any advertisement for inducing learners for taking admission in the Higher Educational Institution, claiming to be recognised by the appropriate statutory authority or by the Commission where it is not so recognised;</p> <p>(b) any information, through advertisement or otherwise in respect of its infrastructure or its academic facilities or of its faculty or standard of instruction or academic or research performance, which the Higher Educational Institution, or person authorised to issue such advertisement on behalf of the Higher Educational Institution knows to be false</p>	<p>Yes, it is complied</p> <p>Yes, it is complied</p>

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

	or not based on facts or to be misleading	
--	---	--

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

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.

Grievance Redressal Form - [Click here](#)

9.1 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
No Grievance Received	

9.2 Complaint Handling Mechanism

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

Students submit complaint through this link [Click here](#) which is available on GEU Website, Grievance is being received by Registrar office, a Committee is thereby formed and appropriate decision is taken by the Committee.

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

9.3 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)
No Complaint received		

Part – X: Innovative and Best Practices

10.1 Innovations introduced during academic year

University focuses on the thrust areas like:

- i) Development of Innovative Learning System like use of EDA tools, Simulators etc.
- ii) Development of Innovative Student Support System; Students have access to the HEI ERP and website of to understand the services
- iii) Research for Benchmarking for Quality Management; Faculty have been conducting research in their respective fields and contribute to the research quotient of the HEI

10.2 Best Practices of the HEI

Integrity, objectivity, excellence, social responsibility and transparency are the core values of the Institution. Transparency is seen in our practices of participative decision making. The Institution, in pursuance of its defined vision, addresses issues related to local and global economic and social needs through its curriculum.

Institution follows highest standards of professional behaviour and ethics in its functioning at every level and is known for valuing its commitments to diverse group of stakeholders. Graphic Era (deemed to be University) believes in culture characterized by unbiased and objective working that respects gender and social equality and transparency. It values education as a catalyst for social change for better. In order to promote carbon neutral green practices, Institution engages in activities of societal importance like environmental preservation, energy conservation, waste management, sustainable development, water harvesting, restricted entry of automobiles, provisioning of bicycle and battery operated carts in the campus.

An all-inclusive environment, zero-tolerance towards cultural, religious or racial biasness, sensitization to constitutional obligations etc. are the corner stone of the University.

10.3 Details of Job Fairs conducted by the HEI

Due to COVID period most of the Recruitment Drives were conducted online.

10.4 Success Stories of students of ODL mode of the HEI

The students of ODL have expressed that based on the skillsets they are acquiring as part of the course, they have been getting better assignments in their work place.

10.5 Initiatives taken towards conversion of SLM into Regional

Initiatives to convert the SLM to regional languages has been planned.

Languages

10.6 Number of students placed through Campus Placements

No batch has graduated from the ODL system however, Most of the students are working or having their own enterprise.

10.7 Details of Alumni Cell and its activity

The Alumni immersion contributes unequivocally in the growth of an educational organization. The culture and legacy of any institution is carried forward by its Alumni. Through different chapters at GEU, Alumni create a connection with the Alma Mater and contribute to attain academic excellence and sustainable development in the University. The alumni achievements have secured world-wide credentials for the University. The Institute has a proactive Alumni Association Cell **registered vide reference number UK 06003012020003065** which remains in regular contact with the Alumni through various programs, reunions, workshops, meetings, publications and on line networking. Graphic Era University has established 6 Alumni Chapters (Pune, Delhi, Bangalore, Hyderabad, New Jersey, and California) combating geographical barriers. 19,000 + Alumnus are registered with the University. They engage themselves in intellectually stimulating programs, rekindling their class spirit, featuring faculty, classmates, and university leaders.

10.8 Any other Information

-

HEI ID: HEI-U-0555

Name of HEI: Graphic Era (Deemed to be) University

Type of HEI: Deemed-To-Be-University

DECLARATION

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

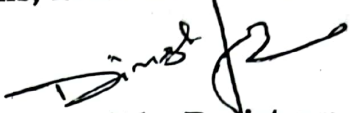

Signature of the Director:

Name: DR. SANTOSH S. SARAF.

Seal:

Date: 29/4/2023.
Director

Graphic Era Directorate of
Distance and Online Education
Dehradun, Uttarakhand

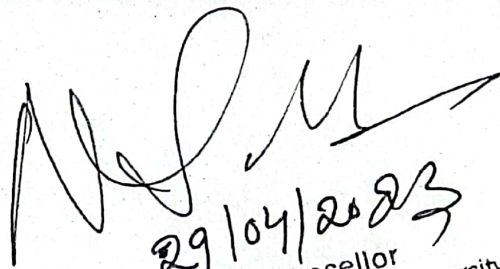

Signature of the Registrar:

Name: DR. DINESH JOSHI Registrar

Seal: Graphic Era (Deemed to be University)
Dehradun

Date: 29/4/2023

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.


29/04/2023
Vice Chancellor
Graphic Era (Deemed to be University)
Dehradun, Uttarakhand