

Dated 20 JUN 2025

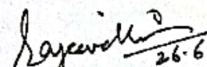
NOTIFICATION

On the recommendations of the NEP committee constituted vide Notification No. 1-10/2022(NEP)-HPU (DS) dated 03-04-2024 (Item Nos. 1 to 5) in its meeting held on 22-04-2025, the Standing Committee of Academic Council vide item No. 3 of its meeting held on 27-5-2025 approved as under:

1. Revised guidelines for Internship /Apprenticeship; Research Project /Dissertation Guidelines; Field-Based Learning /Minor Project Guidelines; Community Outreach Program Guidelines (Annexure "A").
2. Revised Structure/Scheme for Paper Setting, Assessment, and Evaluation for Discipline Specific Core (DSC), Discipline Specific Elective (DSE), Minor Course (MC), Multidisciplinary Course (MDC), Skill Enhancement Course (SEC), Ability Enhancement Course (AEC) and Value Addition Course (VAC) & Add on Course (AOC) (Annexure "B").
3. Revised guidelines for SWYAM/MOOCs of H.P. University (Annexure "C").
4. Recommendations of the proceedings of the CDOE Faculty Members' Meeting held on 22.04.2025 received through the Director, ICDEOL vide letter No. 23-7/2025/Admn. /ICDEOL/HPU dated 24th April 2025 (Annexure "D").

Further, The decision on Point No. 5 regarding nomenclature of the Certificate/ Diploma/ Degree/ Honours Degree/ Honours with Research under NEP shall be notified separately after obtaining fresh/revised approval of Academic Council.

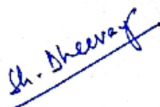
Encls. As above.


26.6.
Deputy Registrar (Acad)
HPU, Shimla-5.
Dated: 26 JUN 2025

Endst. No. Even.

Copy for information and further necessary action to:-

1. The Dean of Studies, H.P. University, Shimla-5.
2. The Director, CDEO, HPU, Shimla-5.
3. The Controller of Examination, H.P.U. Shimla-5.
4. All the Deans of the Faculties, H.P. University, H.P.U. Shimla-5.
5. All the Chairman/Chairperson/Director of the Teaching Department, H.P.U. Shimla-5.
6. The D.R./A.R. (Admn./Exam-(UG/PG)/Secrecy/RME/Conduct, HPU, Shimla-5.
7. All the Section Officer (Exam-UG and PG), H.P.U. Shimla-5.
8. The Incharge, CCEW, HPU, Shimla-5.
9. The Web-Admin, HPU, Shimla-5 with the request to upload the notification alongwith its annexures.
10. All the members mentioned above with the request to kindly upload the annexures from the University website i.e. www.hpuniv.ac.in please.
11. Guard file.



10/7/


21.6.
Deputy Registrar (Acad)

-485-

DATED: 11.04.2025

PROCEEDINGS OF THE MEETING OF THE SUBCOMMITTEE CONSTITUTED BY
THE VICE-CHANCELLOR VIDE DEAN OF STUDIES OFFICE
NOTIFICATION NO.: 1-10/2022(NEP)-HPU(DS)- DATED: SHIMLA-5, THE 19TH APRIL 2024;
FOR THE
EFFECTIVE IMPLEMENTATION OF THREE/FOUR YEAR UNDERGRADUATE
PROGRAMME ON THE CAMPUS OF H.P. UNIVERSITY AND AFFILIATED COLLEGES
AND
TO EXAMINE THE ONLINE MOOC'S/SWAYAM COURSES ALIGNED WITH THE
RECOMMENDATIONS OF THE CURRICULUM AND CREDIT FRAMEWORK FOR
UNDERGRADUATE PROGRAMMES OF UGC."

Post adoption of SWAYAM policy of H.P. University vide Himachal Pradesh University, Summer-Hill, Shimla-5 notification No. 7-1/2024-HPU (Acad) Dated 03rd Feb 2025; a meeting of the Subcommittee referred as above, constituted to examine the online MOOCs/SWAYAM courses with the recommendations of the curriculum and credit framework for undergraduate programmes of UGC and for the effective implementation of three/four-year undergraduate programme on the campus of H.P. University and affiliated colleges was held on dated 11th April 2025 at 12:30 p.m. in the office of the Dean Planning and Teachers Matter to *revise/amend* the SWAYAM policy of H.P. University .

The following were present in the meeting:

1. Prof. Jawahar Thakur, Dept. of Computer Science	Co-ordinator
2. Prof. Joginder Singh Dhiman, Dept. of Mathematics	Member
3. Prof. Anita Ganpati, Dept. of Computer Science	Member
4. Dr. Yogesh Mohan, Dept. of Computer Science	Member

The committee took note of and went through the relevant documents such as *UGC Curriculum and Credit Framework for Undergraduate Programmes of UGC and Online Learning Courses through SWAYAM, Regulations dated 25 March 2021 and Framework for Universities to conduct Examinations for SWAYAM Courses [UGC Letter No. D.O.F.No.1-8/2017(SWAYAM) Dated 27th August, 2024], etc.* After detailed deliberation in the light of the above documents, the subcommittee recommends the following for the implementation of credit transfer by MOOCs in the various Faculty/Department/affiliated colleges of the University:

1. As per the existing UGC regulations "40% of the credits in any category may be earned through online courses" approved by the relevant bodies of the universities. The learner can adopt and credit courses from SWAYAM MOOCs up to 40%, which usually translates to one course per semester.

To earn these credits the various Faculty/Department/Institutes may exercise the following options depending on the suitability and requirement of MOOCS in their respective Faculty/Department/Institute.

Option 1:

NPTEL is defining domain certifications for UG courses within each discipline, where a certain number of allied courses are grouped together to form a domain or area of specialization. Each domain comprises 3-4 core courses that are compulsory and 2-3 elective courses to be taken from the given options. The students need to complete these domain courses within 3 years from their first exam registration to complete a domain certification. The set of 5-7 courses taken by the students will give them a strong foundation and understanding of the area and might make students more job-ready or better prepared to pursue higher education and research. These domains (set of courses) can be recommended and approved by the Academic Council so that students can start taking these courses from the first/second year and comfortably complete them by the time they graduate. The domain may be entered into the university transcript as such and given additional credits. It is suggested that this need not be made mandatory for all students, but only for those who want specializations along with their regular degree.

Option 2:

The students may be given the option to accrue 20 credits from SWAYAM/NPTEL in addition to the credit earned for their regular coursework. These students should be awarded Honors degree wherever applicable. Students have to take the courses and write the NPTEL exams, and show the certificates obtained. Advantages of the option are that the regular course offered can be taken from the university during the normal schedule, and the 20 credits can be pursued by a more dedicated group of students in each programme. These 20 credits can be completed from one of the domains or from a set of other courses which are not covered as part of the prescribed syllabus of the programme.

Option 3:

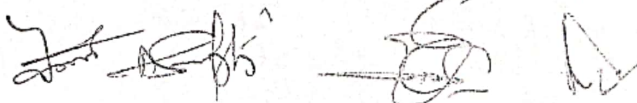
All students may be allowed to take at least one open elective course online with SWAYAM/NPTEL to be better prepared for the future, so that they can cultivate the habit of self-study online. The open elective course must be of equivalent credits. The students can go for the open elective course with the due permission of the MOOC Coordinator and Chairperson/Director. The open elective course should be from the list notified by the Department/Faculty.

Option 4:

The Chairpersons of various Departments, after due resolution of the respective Departmental Councils, may initiate the process of starting MOOCs in lieu of any Core/Elective/Open Elective/VAC/SEC course(s) etc. The Departmental Council needs to justify the suitability of the MOOC in terms of the number of credits and coverage of the content. The MOOC must cover at least 60-75 percent contents of the course prescribed in the syllabus and must be of equivalent credits.

2. The Chairpersons of the Departments must prepare the list of MOOCS related domains of specialisation/open elective/elective/core courses through the respective departmental councils. Any MOOC must be initiated in consultation with the students who are important stakeholders in the teaching learning process.

3. SWAYAM notifies to the Registrars of all the Institutions, on 1st June and 1st November each year, the list of the online learning courses that would be offered in the forthcoming Semester. The Chairperson/Director of the Department/Institutes must get the list of MOOCs to be offered approved by all the competent bodies/authorities as per the university regulations.
4. It is again recommended that, in most cases, the courses taken by the students be a discipline elective not offered by the university, so that they can leverage the online course initiative completely, which is to facilitate opportunities in areas of learning for which teachers are not locally available.
5. The domain specialisations/credit earned through MOOCs must be entered in the transcripts of the students.
6. The university needs to have a mechanism in place for conducting supplementary examinations for the students who may not pass any MOOC that was offered in place of a core/elective/open elective/VAC/SEC course(s) etc. The Chairperson/Director must prepare a panel of examiners for such MOOCs.
7. The COE will facilitate the conduct of supplementary examinations for the MOOCs as per the *Framework for Universities to conduct Examinations for SWAYAM Courses by UGC (annexure-C)*.
8. No supplementary examinations will be conducted for the MOOCs opted by the students for over and above the requirement of the degree of the programme, i.e., no supplementary examinations will be conducted for the MOOCs for earning the Honors degree or a domain specialisation.
9. No MOOCs should be offered in the first and last semesters. During the first semester, the students need time to get acquainted with the university system. Offering a MOOC in the last semester of the programme may cause delays in completion/award of the degree.
10. The MOOCs should be offered with utmost care so that the overall academic performance of the students does not suffer, and in no case should there be a delay in the award of the degree.
11. Every Department/Affiliated Colleges must appoint a MOOCs Coordinator to deal with the issues related to the smooth conduct of these courses.
12. The Departments/Affiliated Colleges can only allow up to a maximum of 40% of the total courses being offered in a particular program in a Semester through the online mode provided through the SWAYAM/NPTEL platform.
13. While allowing the online learning MOOCs offered by SWAYAM/NPTEL etc., the Department/Affiliated Colleges shall ensure that all the physical facilities like Laboratories, computer facilities, internet connectivity etc., essential for pursuing the courses are made available in adequate measure for the students opting for these courses.



The revised "HPU-SWAYAM Policy 2025" is attached as *annexure-A*.
Proposed guidelines for implementation and adoption of SWAYAM. MOOCs in HPU/
Affiliated Colleges are attached as *annexure-B* and Framework for Universities to conduct
Examinations for SWAYAM Courses by UGC (*annexure-C*).

The meeting ended with a vote of thanks to the Chair.



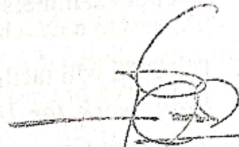
Yogesh Mohan



Anita Ganpati



Joginder Singh Dhiman



Jawahar Thakur

REVISED HPU-SWAYAM Policy 2025

Definitions

- **HPU-SWAYAM Policy:** The policy of the Himachal Pradesh University to consider online learning courses available on the SWAYAM Platform for credit transfer.
- **SWAYAM:** Study Webs of Active Learning for Young Aspiring Minds
- **MOOCs:** Massive Open Online Courses (MOOCs) are such online courses that are developed and made available on the SWAYAM platform of the Government of India.
- **MOOCs Guidelines:** Mean guidelines on online learning issued by the MHRD vide its orders dated 25 March 2021 and subsequent addendums issued by the MHRD.
- **MHRD:** Ministry of Human Resource Development
- **NME-ICT:** National Mission on Education through Information Communication Technology
- **NPTEL:** National Programme on Technology Enhanced Learning
- **Course:** A paper that is taught for at least one semester as part of a subject.

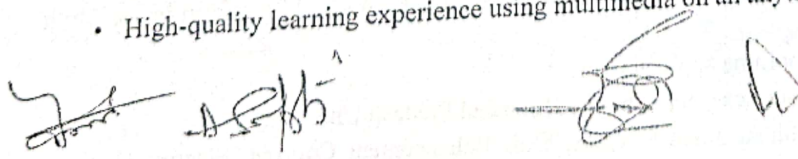
There shall be two types: credit courses and non-credit courses.

1. A). Credit Course shall mean a course which is taught for at least one semester as a part of as subject/programme.
 2. B). Non-Credit Course shall include courses like awareness programme, continuing education programme, or training of a specific skill set as an independent course, which are not part of any set curriculum. It can be of shorter duration.
- **CBCS:** Choice-Based Credit System
 - **Credit:** One credit will be equivalent to 13-15 hours of learning designated for the course.
 - **Sector:** A particular level of learning, such as high school, engineering / non-engineering diploma/ degree/ post-graduation.
 - **Subject:** A discipline (Example: Physics) taught in an educational institution consisting of specific programmes/courses, resulting in the award of a certificate/diploma/degree.

SWAYAM-Background

Whereas, with a view to providing access to the best quality learning resources across the country, the project 'Study Webs of Active Learning for Young Aspiring Minds' (SWAYAM) has been started by the Government of India. SWAYAM provides an integrated platform and portal for online courses, using information and communication technology (ICT) and covering High School till all higher education subjects and skill sector courses to ensure that every student benefits from learning material through ICT. SWAYAM is a:

- one-stop web and mobile-based interactive e-content for all courses from High School to University level.
- High-quality learning experience using multimedia on an anytime, anywhere basis.



-490-

-6

- State-of-the-art system that allows easy access, monitoring and certification.
- Peer group interaction and a discussion forum to clarify doubts
- Hybrid model of delivery that adds to the quality of classroom teaching.

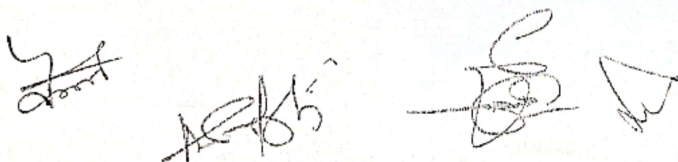
Whereas, SWAYAM involves the development of Massive Open Online Courses (MOOCs) compliant e-content (video and text) and building a robust IT platform.

Himachal Pradesh University SWAYAM Policy (HPU-SWAYAM)

- The online learning courses available on the SWAYAM Platform will be considered for credit transfer in the UG Programmes of the Himachal Pradesh University.
- The Single Point of Contact (SPOC) of Himachal Pradesh University in June and November every year shall notify the list of the online learning courses eligible for credit transfer in the forthcoming Semester.
- The student/university shall ensure no overlap of SWAYAM-NPTEL MOOC exams with that of the university mid-semester/internal exam and end-semester/external exam.
- Any student will be permitted to opt for only up to 40% of the total courses being offered in a particular program in a semester through the online learning courses provided through SWAYAM platform.
- Students opting for an online course shall be required to register for the MOOCs for that course/paper through SWAYAM-NPTEL Local Chapter, and it will be mandatory for her/him to take prior approval to undergo an online course/paper.
- It will be mandatory for students to inform the college/ university/institute and the potential employer.
- While allowing the online learning courses offered by SWAYAM, Himachal Pradesh University shall provide free and adequate physical facilities like laboratories, computer facilities, library, etc., essential for pursuing the courses, if available with the University and feasible.
- Himachal Pradesh University will designate a SPOC, Mentor/facilitator to guide the students throughout the course and to facilitate/conduct the lab/practical sessions/examinations.

Credit Transfer for MOOCs

- Himachal Pradesh University shall give the equivalent credit weightage to the students for the credits earned through online learning courses through the SWAYAM platform in the credit plan of the program.
- Credit transfer policy will be applicable to:
 - A). All UG programmes offered by the Himachal Pradesh University.
 - B). Capability Enhancement Courses, Skill Enhancement Courses, Elective Courses, Value Addition Courses (VACs), and Elective Courses (Intra/Inter) etc.

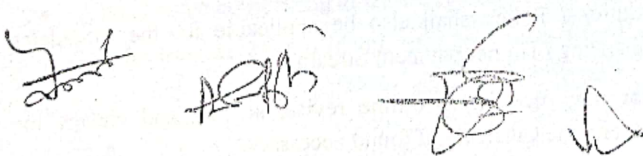


7-
491

Procedure for Credit Transfer

The procedure for transferring credits from SWAYAM-NPTEL MOOCs in the Himachal Pradesh University will be as follows.

- During the current semester, the candidate while filling up her/his exam form, will have to submit an undertaking for credit transfer forwarded through SPOC and the Director/Principal of the Affiliated College/ Institute.
- Once due permission is granted by the Controller of Examination/Registrar of the University, the student need not appear for the University examination for the exempted course(s).
- The Local chapter (School/College/institute) will intimate the exam section about the completion of a course by a letter from the SPOC and the Director/Principal of the affiliated College/ Institute along with the certificates of completion and the list of students, who have passed MOOC in the current semester.
- On successful completion of each course, the institution offering the MOOCs would issue the certificate, along with the number of credits and grades, through which the student can get credits transferred into their marks certificate issued by their parent institution.
- The conversion of marks from grade points awarded in the certificate issued by the institution offering MOOCs shall be as per the Himachal Pradesh University Ordinances and Regulations for UG, if not specified in the certificate.
- If a 4-credit course is not available as per the choice of the student then he/she can opt for a 3-credit course that is available, and 1 credit will have to be acquired through continuous internal evaluation through a mentor.
- If a 3-credit course is not available as per the choice of the student then he/she can opt for a 2-credit course that is available, and 1 credit will have to be acquired through continuous internal evaluation through a mentor.
- Students who have qualified in the proctored examinations conducted by the SWAYAM-NPTEL and apply for credit transfer as specified; are exempted from appearing in the continuous end semester evaluations (internal as well as external for the specified equivalent credit course only) conducted by the university.
- If a student opts for an additional MOOC course above 40%, it will be considered as add-on credit and will be reflected on the marks sheet or a separate certificate, but will not be taken into account for tabulating CGPA.
- In case of delay in SWAYAM results, the university can withhold the results of such candidates, and upon declaration of results of MOOCs, the university will issue the marks sheet for such students.
- The university will not remain responsible for any kind of delay in the results, ambiguity in the results, and/or declared results for such students.



Anticipatory Measures

The procedure for transferring credits from SWAYAM-NPTEL MOOCs in the Himachal Pradesh University will be as follows.

- The university shall constitute the university-level credit transfer committee (CTC) for transferring credits earned by the students through SWAYM-NPTEL-MOOCs.
- The university-level credit transfer committee shall resolve any issues that may arise in the implementation of this ordinance/ rules/ Regulations/ policy from time to time.
- The university shall review its credit transfer policy in the light of periodic changes brought by UGC, AICTE, SWAYAM, NPTEL and the State Government through the existing university-level credit transfer committee.

Credit Transfer Committee

The University-level credit transfer committee shall have the following structure.

- Controller of Examinations – *Member Secretary*
- The University-level MOOCs Coordinator/Nodal Officer (*SPOC*)
- Deans Academics
- Dean (CDC)
- Three to Five Deans of faculty nominated by the Vice Chancellor. (*Due weightage is to be given to various faculties.*)
- Three to Five Principals of the affiliated colleges nominated by the Vice Chancellor. (*Due weightage is to be given to various faculties.*)

The CTC shall identify the list of courses offered by MOOCs, which shall be offered to the students in an academic year/semester/term.

The university-level MOOCs Coordinator (SPOC) shall give wide publicity to the identified courses, provide proper guidance, educate, and encourage the students to opt for MOOCs.

The Controller of Examination – Member Secretary shall convey the meeting twice in an academic year, preferably each in a semester/term, record minutes of each meeting, do the necessary formalities to take approval of various university bodies (if required), and take all measures to implement the policy. It shall be obligatory for the controller of examination to inform the rules/policy of SWAYM-NPTEL-MOOCs-MHRD to the CTC.

The above Ordinances/ Rules/ Regulations/ Policy shall also be applicable for the candidates undergoing the programmes in Self-Financing / Higher payment Stream.

The University/ The Vice Chancellor may from time-to-time revise, amend, and change the Ordinances/ Rules/ Regulations/ Policy and the Curricula, if found necessary.

REVISED GUIDELINES
for
IMPLEMENTATION and ADOPTION of SWAYAM MOOCs
in HPU and AFFILIATED COLLEGES

SWAYAM is an indigenous platform of Government of India which provides repository of interactive electronic learning resources under a single window. It provides credit and non-credit Massive Open Online Courses (MOOCs). It enables the students to virtually attend courses taught by the best faculty and earn credits as per the UGC Regulations, 2021. The credits earned by students in SWAYAM MOOCs are transferable in any Indian University/Institute. Therefore, university students can opt for MOOCs through SWAYAM and seek transfer of credits from the university.

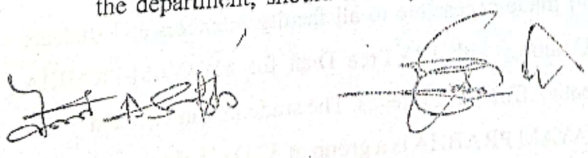
SWAYAM MOOCs for earning credits are offered in each semester in January and July every year. Technical and non-technical SWAYAM-MOOCs approved by SWAYAM Board are offered on SWAYAM platform. The list of courses is widely circulated to all the Chairpersons and faculty members by the SWAYAM Local Chapter of the university as soon as these courses are launched on the SWAYAM platform in the months of May-June/ November-December. The list is available on SWAYAM official website: swayam.ac.in

As proposed through the proceedings of the meeting of the subcommittee formed by the Hon'ble Vice-Chancellor, at least one compulsory course may be offered by the Departments/Affiliated Colleges for each semester from identified SWAYAM MOOCs, and there will not be any parallel course in the department. It will be a compulsory course for all the students through SWAYAM-NPTEL MOOCs. Also, at least one elective course may be offered by the department to be chosen by the students from SWAYAM MOOCs.

The following guidelines are being proposed while implementing the adoption of SWAYAM MOOCs in the HPU/Affiliated Colleges.

1. Procedure for offering MOOCs by Departments/Affiliated Colleges

- Chairpersons of all Departments are advised to appoint a teacher coordinator for SWAYAM MOOCs at the departmental level.
- A committee comprising at least three faculty members, including SWAYAM Coordinator of the department, should identify the compulsory and elective SWAYAM MOOCs for each



-494-

-10-

semester in the month of June / December. These identified SWAYAM MOOCs can be referred to the concerned faculty members for evaluation of its matching contents and syllabus up to at least 60-75% with that of the University. The final decision to offer the identified SWAYAM MOOCs may be taken in the departmental council. The list of identified SWAYAM MOOCs should be publicized amongst students through the notice board/website etc.

- It will be the duty of the department/institution to ensure that all the students opting for the offered MOOCs register themselves on the SWAYAM platform well before the last date.
- The required facilities for the SWAYAM MOOC, like laboratories, computer facilities, library etc. will be made accessible to the students by the department/ university for free.
- A list of students allowed to opt for SWAYAM MOOCs should be made available to the office of the Dean Academic, UGC SWAYAM Coordinator, and Controller of Examinations at the start of each semester. The Chairperson will also get ratified the offered SWAYAM MOOCs from the Academic Council of the university.
- Students can pursue 40% of credit courses online through MOOCs.

2. Creation of SWAYAM MOOCs

The Chairpersons are also requested to encourage faculty members to produce MOOCs in the subject of their choice. This will give faculty members an opportunity of using ICT Tools for teaching-learning purpose and also instil a global visibility in them. This will help in shaping a new benchmark of excellence in professional development of faculty in particular and the university at large. The UGC will provide financial assistance for them. They may apply for the production of MOOC through SWAYAM website. Guidelines and procedures for the creation of MOOCs are available on the SWAYAM portal.

3. SWAYAM-PRABHA Program:

NPTEL Video Contents can be procured and made accessible to all faculty members and students through the Campus Wide Network. LED along with DD Free Dish for SWAYAM-PRABHA Program should be installed in the Departments/Affiliated Colleges. The students can visit and watch MOOC lectures as per the schedule. The SWAYAM PRABHA is a group of 32 DTH channels devoted to telecasting high-quality educational programmes on a 24X7 basis. Every day, there will be new content for at least four hours which would be repeated five times a day, allowing the students to choose the time of their convenience. MOOC contents are provided by SWAYAM.

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

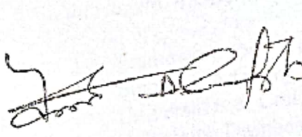
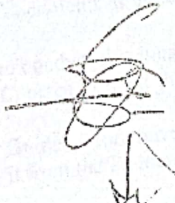
[Handwritten mark]

4. UGC SWAYAM Chapter: Single Point of Contact (SPOC) for SWAYAM MOOCs

- UGC has formed Local Chapters in the Universities for creating awareness and promotion of SWAYAM MOOCs. UGC Swayam Coordinator in SWAYAM-UGC Local Chapter is a Single Point of Contact in the university for SWAYAM MOOCs. He/ she plays a pivotal role in disseminating and popularizing SWAYAM MOOCs among students in particular and the academic fraternity at large. He/ she will facilitate in various things like sending all important announcements regarding SWAYAM MOOCs, setting up of SWAYAM MOOCs examination centre in the university, fee waiver for economically weaker students etc. A list of students opting for SWAYAM MOOCs must be made available to UGC Swayam Coordinator by the concerned department/institute at the start of each semester so that related things can be planned and required support can be provided.
- In order to spread awareness and promote SWAYAM courses, University Swayam Mentors (*from faculty*) and University Swayam Volunteers (*from students*) may also be nominated to act as brand ambassadors for the popularization of SWAYAM initiatives.

5. Publicize SWAYAM MOOCs:

The Chairpersons are requested to motivate faculty and students to visit the SWAYAM portal and get registered. Faculty and students are also advised to download the SWAYAM Android mobile application from Google Play. They may also be encouraged to enrol for non-credit courses of their choice. Every student of the university should register for at least one MOOC course. The Chairpersons and Departmental SWAYAM Coordinators are advised to visit the official SWAYAM portal time to time for the latest announcements.



आचार्य मनिष र. जोशी
सचिव

Prof. Manish R. Joshi
Secretary

496-12-



सत्यमेव जयते



आजादी का
अमृत महोत्सव

विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

D.O.F.No.1-8/2017(SWAYAM)

27th August, 2024/ 5 भाद्रपद, 1946

Subject : Framework for Universities to conduct Examinations for SWAYAM Courses.

आदरणीय महोदया/महोदय,

I would like to inform you that UGC and MoE have organised state-wise SWAYAM awareness and outreach virtual meetings during October-November 2023, and April- May 2024. UGC has also conducted two online meetings chaired by the Chairman, UGC with Higher Education Institutions (HEIs) on 8th February, 2024 and 5th March 2024 to deliberate on adopting SWAYAM for credit transfer and gather feedback from HEIs.

These meetings were attended by Vice-Chancellors of Universities, College Principals, SWAYAM Coordinators, and NEP SAARTIIIs wherein the state-wise status of participation of students from these Universities on the SWAYAM platform was shared. The queries of the HEIs, such as re-examination of the failed students, reduction of examination fees, online doubt-solving classes, and a re-run of the SWAYAM courses were also addressed during these interactions.

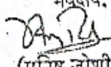
During these interactions, universities expressed keen interest in conducting SWAYAM examinations for their students enrolled in SWAYAM courses. Subsequently, this matter was deliberated upon during the 24th SWAYAM Board meeting on 5th March 2024 at the Ministry of Education. To encourage more students to earn credits through SWAYAM Courses and provide re-attempt opportunities to students, the SWAYAM Board decided that the universities may conduct examinations for courses offered on SWAYAM, provided the university has adopted SWAYAM Courses for Credit Transfer as per the UGC (Credit Framework for Online Learning Courses through Study Webs of Active Learning for Young Aspiring Minds) Regulations, 2021 and requested UGC to issue necessary framework in this matter.

At present, the end term proctored examinations for SWAYAM courses are conducted by the National Testing Agency (NTA) and National Programme on Technology Enhanced Learning (NPTEL). In addition to these, students who have completed courses on SWAYAM will now have the option of writing their SWAYAM examination at their own university.

In this regard, please find the related documents as under:-

1. Framework for Universities to conduct Examinations for SWAYAM Courses.
2. Steps for Adopting MOOC Courses through the SWAYAM platform (www.swayam.gov.in) for Universities & Colleges.
3. University Dashboard User Guide - for universities to register on the SWAYAM University dashboard to help them benefit from the Framework.

सादर,

भवदीय,

(मनिष जोशी)

संलग्नक: उपरोक्तानुसार

To,

The Vice Chancellors of all Universities.

बहादुरशाह जफर मार्ग, नई दिल्ली-110002 | Bahadur Shah Zafar Marg, New Delhi-110002
दूरभाष (Ph.): 011-23236288/23239337 | सम्पर्क सूत्र (ई-मेल) (E-mail): secy.ugc@nic.in



Framework for Universities to conduct Examinations for SWAYAM Courses

Major Highlights of the Framework:

1. To increase the number of students taking SWAYAM Courses for credit accumulation.
2. To enhance student flexibility with respect to SWAYAM Examination.
3. To permit Universities to conduct SWAYAM Examination provided they have adopted SWAYAM Courses for Credit Transfer as per the UGC (Credit Framework for Online Learning Courses through Study Webs of Active Learning for Young Aspiring Minds) Regulations, 2021.

Purpose of the Framework:

SWAYAM (www.swayam.gov.in) is an online platform of the Government of India designed to achieve the three cardinal principles of Education Policy, viz., access, equity, and quality. Through the SWAYAM platform, students can take online courses from leading Higher Education Institutions to fulfill credit requirements for their university's academic programmes, which can be accessed by anyone, anywhere at any time.

As per the UGC Credit Framework for Online Learning Courses through Study Webs of Active Learning for Young Aspiring Minds Regulations, 2021, an institution can allow students to take up to 40% of their total courses online in a particular programme in a semester, through the SWAYAM Platform. The credits/marks obtained by the candidate enrolled in universities for SWAYAM Certificate, will be counted in the transcript of the candidate, only if the University has adopted MOOCs Courses offered on SWAYAM Platform for Credit Transfer.

The SWAYAM courses are aligned with the academic semester commencing in the month of January and July of every year. The courses offered on SWAYAM are mapped by the universities to their regular academic curriculum.

Currently, the end term proctored examination for all the SWAYAM based credit courses are conducted by National Testing Agency (NTA) and National Programme on Technology Enhanced Learning (NPTEL) in their designated centres across the country.

To encourage more students to earn credits through SWAYAM Courses and provide re-attempt opportunities to students, it has been decided in the 24th SWAYAM Board meeting held on March 5, 2024, that Universities who have adopted UGC SWAYAM Regulations 2021 will be permitted to conduct examinations of the SWAYAM courses for their students who enrolled and completed Courses from the SWAYAM Platform.

Students who have completed courses on SWAYAM will now have the option of writing their SWAYAM examination at their own university.

Universities would conduct these examinations during the current semester for their students along with the end-term examinations.

Universities would conduct examinations in the subsequent two semesters for their students who could not pass/appear in the end-term SWAYAM Course exams.

All universities shall appoint a Nodal Officer to coordinate with the SWAYAM Technical team in matters related to SWAYAM Courses including registration and credit transfer.

The University shall conduct the examination for students enrolled in SWAYAM courses in alignment with their regular academic calendar.

Eligibility Criteria for Universities to conduct SWAYAM examination: -

All universities which are listed under Section 2 (f) of the University Grants Commission Act, 1956 and have adopted SWAYAM Courses for Credit Transfer as per the UGC (Credit Framework for Online Learning Courses through Study Webs of Active Learning for Young Aspiring Minds) Regulations, 2021.

Steps to be taken by the University:

1. If the University has decided to conduct the end-term examination for the SWAYAM Courses, the students in these SWAYAM Courses can take the end-term examination conducted by the university.
2. The number of credits of the SWAYAM courses should be as prescribed on the SWAYAM Platform.

3. For conducting the end-term examination, the University shall be responsible for setting the Question Papers, evaluation of answer scripts and declaration of examination results.
4. The University shall ensure that students who have completed the entire SWAYAM course and submitted a minimum of 75% of the assignments and quizzes on SWAYAM shall only be allowed to appear for the end-term examination conducted by the University. The Nodal Officer shall verify this from the SWAYAM Admin dashboard.
5. The University shall give 70% weightage to end-term examination. For the assignments and quizzes component conducted by the SWAYAM Course Coordinator, the weightage will be 30% and shall be available on the SWAYAM portal.

Responsibilities of the University Nodal Officer:

1. To obtain login credentials from the SWAYAM Technical Team and register on the SWAYAM portal to access students details along with progress made.
2. To monitor students' internal assignments and quiz marks from the SWAYAM Portal and prepare a list of students eligible for university exam.
3. To conduct the end-term examination and upload the marks on the SWAYAM portal.
4. To ensure that marks of all students who have appeared in the SWAYAM Examination are mapped with their Automated Permanent Academic Account Registry (APAAR) id and visible to the students with their login credentials.
5. To prepare the list of students who could not pass/appear in the end-term examination and conduct the exam accordingly in subsequent semester, as outlined in the Framework.

-16-
500

Steps for Adopting MOOC Courses through the SWAYAM platform (www.swayam.gov.in) for Universities & Colleges

Step-1: Approval of University Statutory Bodies to adopt SWAYAM

1. The University should make amendments in its Ordinances, Rules and Regulations through its Statutory bodies (i.e. Executive Committee, Academic Council, Board of Studies) to incorporate provisions for the transfer of up to 40% of the total courses in a semester to be taken through online learning via the SWAYAM Platform as per University Grants Commission (Credit Framework for Online Learning Courses through Study Webs of Active Learning for Young Aspiring Minds) Regulations, 2021.
2. The University should inform its affiliating colleges regarding the adoption of SWAYAM Courses for credit transfer.
3. The University shall constitute a SWAYAM Advisory Committee headed by the Vice-Chancellor or his/her nominee for all SWAYAM-related issues at the University level.
4. The University shall designate a faculty member as the Nodal Officer as a single point of contact for SWAYAM and he/she may also be the Coordinator of the SWAYAM Advisory Committee to ensure seamless access to all SWAYAM-related information.
5. The details of the Nodal Officer should be published on the University website.
6. During the registration process on the SWAYAM platform, the Nodal Officer shall upload the approval document from the University for adopting SWAYAM courses (Refer point 1 above). After verification of the approval document by UGC, the login credentials will be sent to the Nodal Officer.

Step-2: SWAYAM Course Selection and Awareness by University

1. The Nodal Officer shall share the details of the SWAYAM courses to be offered in every semester on 1st June and 1st November with the SWAYAM Advisory Committee of the University.
2. The SWAYAM Advisory Committee of the university shall identify SWAYAM courses based on the students' requirement/curriculum and announce on the University Website, Notice Boards/Social Media.

Step-3: SWAYAM Course Registration and registration for SWAYAM Exam

1. The Chairperson of the SWAYAM Advisory Committee shall nominate suitable faculty members (as SWAYAM Mentors) at the University/College Level.
2. The Nodal Officer shall ensure that all SWAYAM Mentors shall review and understand the course requirements.
3. The Nodal Officer shall conduct an awareness and sensitization program related to SWAYAM courses at the beginning of every semester (January and July) as per the SWAYAM academic calendar.
4. The SWAYAM Mentors to facilitate timely registration of students for the SWAYAM course(s) approved by the University.
5. The SWAYAM Mentors shall ensure that students who have registered in the SWAYAM courses participate in discussion forums, quizzes and assignments conducted by the SWAYAM Course Coordinator.

Step-4: Examination Process and declaration of results for SWAYAM Courses

1. The SWAYAM Course Coordinator evaluates the assessments and quizzes submitted by students on the SWAYAM Platform, and their marks are reflected in the students' accounts on the SWAYAM platform.
2. To pass in a SWAYAM Course, a minimum of 40% passing marks (i.e., minimum 12/30 marks in Assessments/Quizzes & 28/70 Marks in the end term examination) is required.
3. SWAYAM Examination can be conducted in two different ways: -
 - A. The Universities conduct the end term SWAYAM Examination.
 - B. National Testing Agency (NTA) and National Programme on Technology Enhanced Learning (NPTEL) conduct the end term SWAYAM Examination.
4. Universities which opt to conduct the end term examinations for SWAYAM courses may refer to **Framework for Universities to conduct Examinations for SWAYAM Courses** for the detailed procedure.
5. For universities which do not opt to conduct the end-term examinations for SWAYAM courses, the end-term proctored examinations are conducted by the NTA and NPTEL at designated centers across the country. Subsequently, NTA & NPTEL will announce the results.

Step-5: Steps for transfer of Marks/Credits obtained by students through the SWAYAM Platform to their University Transcript/Marksheet

A. SWAYAM Courses for which the end-term examinations are conducted by Universities:

1. The Nodal Officer of the University shall upload on the SWAYAM platform, the marks out of 70 obtained by the students' in the end-term examination, conducted by the University.
2. The Nodal Officer of the University shall submit the total marks (out of 100) obtained by students from the SWAYAM platform to Controller of Examination (CoE) and the same shall be reflected in the students' University Mark-sheet / Transcript.
3. University to ensure that marks of all students who have appeared in the SWAYAM Examination are mapped and visible to the students in their Academic Bank of Credits (ABC) account.

B. SWAYAM Courses for which the end-term examinations are conducted by NTA/NPTEL:

1. The students shall receive a certificate from SWAYAM upon successful completion. The certificate includes the student's photo, roll number, course name, Course Coordinator's name, host institution details, marks/grade obtained, and credits earned.
2. The Nodal Officer of the University shall compile and submit the list of students along with their SWAYAM Certificates to the CoE and the credits of the Courses as indicated in the SWAYAM Certificate shall be transferred by the CoE to the students' Transcript/Marksheet.
3. The Nodal Officer of the Colleges shall compile and submit a list of students along with their SWAYAM Certificates to the Principal. The Principal of the College shall review SWAYAM Certificates and course names to ensure that they match the university's list of approved SWAYAM courses. The principal shall then submit the verified list of students and their SWAYAM Certificates to the University CoE.
