

HEI ID:HEI-U-0006

Name of HEI: Andhra University, Visakhapatnam, Andhra Pradesh

Type of HEI: Category -1

Annual Report

OF

CENTRE FOR INTERNAL QUALITY ASSURANCE (CIQA)

PROGRAMMES UNDER

ONLINE MODE

2023-2024

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Part – I: General Information

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

a) <https://andhrauniversity.edu.in/img/pdf/sde/Date%20of%20notification%20of%20Centre-%20ODL.jpeg>

b). <https://andhrauniversity.edu.in/admissions/school-of-distance-education/sdeodl.html>

1.2 Details of Director, CIQA

Name : Prof. D.Lalitha Bhaskari

Qualification: Ph.D

Appointment Letter and Joining Report: Upload (PDF)

https://andhrauniversity.edu.in/img/pdf/sde/procee_sde23082024.pdf

1.3 Details of CIQA Committee:

a. Composition as per Regulations

S. No.	Designation	Nomination as	Name and Qualification	Specialization	Date of Nomination in CIQA Committee
a.	Vice Chancellor of the University	Chairperson	Prof. PVGD Prasad Reddy	Department of CS & SE, AUCE (A)	05-07-2023
b.	Three Senior teachers of HEI	Member 1	Prof. K. Rama Sudha	Electrical Engg	05-07-2023
		Member 2	Prof. G.Girija Shankar	Pharmacy	05-07-2023
		Member 3	Prof. GMJ Raju	Chemical Engg.	05-07-2023
c.	Head of three Departments or School of Studies from which programme is being offered in ODL and Online mode	Member 4	Dr.G.Veeraju	Political Science	05-07-2023
		Member 5	Prof. P.Janakiram	Department of MLR	05-07-2023
		Member 6	Prof. P.Suneetha	Meteorology & Oceanography	05-07-2023
d.	Two External Experts of ODL and/or Online	Member 7	Dr. S.Jeelani	Director, CDVL, Central University, HYD	05-07-2023

	Education	Member 8	Prof. M.Aruna	Director, DDE, Sri Padmavathi Mahila Viswavidyalay am	05-07-2023
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e.	Officials from departments of HEI	Member 9 Administration	Prof. CNV Satyanarayana Reddy	Civil Engineering	05-07-2023
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S. No.	Designation	Nomination as	Name and Qualification	Specialization	Date of Nomination in CIQA Committee
	<ul style="list-style-type: none"> • Administration • Finance 				
		Member 10 Finance	Sri PVS NV Samba Murthy	Deputy Registrar (Accounts) AU	05-07-2023
f.	Director, CIQA	Member Secretary	Prof. D.Lalitha Bhaskari	Department of CS & SE, AUCE (A)	05-07-2023

b. **Whether members mentioned at 'b' to 'e' changed every 2 years? (Y/N) YES**

If No, reason thereof

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	12-8-2023	2	Displayed in the Website	https://andhrauniversity.edu.in/admissions/school-of-distance-education/sdeodl.html
Meeting 2	16-02-2024	2	Displayed in the Website	https://andhrauniversity.edu.in/admissions/school-of-distance-education/sdeodl.html

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

From <Month, Year> academic session: **NO PROGRAMS OFFERED**

Sr. No.	Name of the Department	Certificate Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority (s) (DD-MM-YYYY) of HEI/Regulatory authority (if required)	Number of students admitted (Male/Female/Trans-gender)			
								M	F	T G	Total
1.											
N.											

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

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

From <Month, Year> academic session: **No Programs Offered**

Sr. No.	Name of the Department	Diploma Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority (s) (DD-MM-YYYY) of HEI/Regulatory authority(if required)	Number of students admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
1.											
N.											

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

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

From <Month, Year>academic session: **No Programs Offered**

Sr. No.	Post Graduate Diploma Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	Number of students admitted (Male/Female/Trans-gender)			
							M	F	TG	Total
1.										
N.										

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

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

From < July 2023 & Jan 2024>academic session:

Sr. No.	Under - Graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	Number of students admitted (Male/Female/Trans-gender)			
							M	F	TG	Total
1.	B.Com Accountancy	3 years	96	10+2	64500/-	F.No.39-2/2023 (DEB-I) 17-08-2023	165	69	0	234
2.	B.A (History, Economics, Politics)	3 years (6 Semesters)	124	10+2	15000/-	F.No.39-2/2023 (DEB-I) 17-08-2023	517	335	1	853
3.	B.Com	3 years (6 Semesters)	128	10+2	15000/-	F.No.39-2/2023 (DEB-I) 17-08-2023	1512	478	0	1990

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

From < July 2023 & Jan 2024>academic session:

Sr. No.	Post-graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	Number of students admitted (Male/Female/Trans-gender)			
							M	F	TG	Total
1.	M.A. Sociology	2 Years	80	Any Graduation	54000	F.No.39-2/2023 (DEB-I) 17-08-2023	44	50	0	94
2.	MBA	2 years (4 Semesters)	80	Passed any Bachelor Degree of Minimum 3 years duration. Obtained at least 50% marks (45% in case of Candidates belonging to reserved category) in the qualifying Examination	46000	F.No.39-2/2023 (DEB-I) 17-08-2023	2787	1348	0	4135
3.	MCA	2 years (4 Semesters)	80	a) Passed BCA/ Bachelor Degree in Comp. Science Engg. Or equivalent or passed B.Sc/ B.Com / BA with mathematics at 10+2 level or at Graduation level (with additional bridge courses as per the norms of the Univeristy) Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in	60000	F.No.39-2/2023 (DEB-I) 17-08-2023	752	586	0	1338

				the qualifying Exam. b). Passed BA/ B.com and PGDCPA offered by Andhra University.						
4.	M.Com	2 years (4 Semesters)	80	Any Bachelor Degree	14000	F.No.39-2/2023 (DEB-I) 17-08-2023	74	42	0	116
5.	M.Sc Psychology	2 years (4 Semesters)	80	Any Bachelor Degree	34000	F.No.39-2/2023 (DEB-I) 17-08-2023	292	310	0	602
6.	MA Political Science	2 years (4 Semesters)	86	Any Bachelor Degree	14000	F.No.39-2/2023 (DEB-I) 17-08-2023	111	33	0	144
7.	MA HRM	2 years (4 Semesters)	80	Any Bachelor Degree	22000	F.No.39-2/2023 (DEB-I) 17-08-2023	41	31	0	72
8.	MA (JMC)	2 years (4 Semesters)	80	Any Bachelor Degree	16000	F.No.39-2/2023 (DEB-I) 17-08-2023	53	5	0	58
9.	MA Economics	2 years (4 Semesters)	84	Any Bachelor Degree	14000	F.No.39-2/2023 (DEB-I) 17-08-2023	66	30	0	96
10.	MA English	2 years (4 Semesters)	80	Any Bachelor Degree	14000	F.No.39-2/2023 (DEB-I) 17-08-2023	82	104	0	186

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

2.1 Action taken on the functions of CIQA:-

S.No.	Provisions in Regulations	Details of Action taken by CIQA and Outcome thereof (Not more than 500 words)	Upload Relevant Document
1.	Quality maintained in the services provided to the learners	1) Curriculum is designed same as that in Regular mode 2) Four Quadrant approach is adopted using student friendly LMS	
2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	Focus on administrative procedures which are in sync with the learning perspective of the learners.	
3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	The key areas in which quality is to be maintained are: transparency in admission, quality in preparing SLM,ensuring security measures for conducting online examinations through remote proctoring, proper dissemination of information to the students, and value additions by organizing workshops and	

		seminars. The Andhra University has ensured adherence to the above norms.	
4.	Mechanism devised to ensure that the quality of Online programmes matches with the quality of relevant programmes in conventional mode (For Dual Mode HEIs)	Regular mode content is adopted	
5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.	Feedback: Our systems are able to handle feedback from learners which help us to provide timely Solutions and resolution in the teaching and learning process. All the stakeholders are involved in this process. Through phone calls and emails feedback is collected for the betterment of services	

6.	Measures suggested to the authorities of Higher Educational Institution for qualitative improvement	Updation of quality e-content, quality content delivery through video lectures, making available recorded videos for better preparation	
7.	Implementation of its recommendations through periodic reviews	Periodic review meetings are planned for implementation of the recommendations	
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.	-NIL-	
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	Developed friendly LMS Accessible to all learners	
10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	Continuously collecting feedback from Learners to improve the quality	
11.	Measures taken to ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme	YES Annual BOS Meetings will ensure PPR for each program	

12.	Mechanism to ensure the proper implementation of Programme Project Reports	E-content delivery of content is made available immediately after the confirmation of admission	
13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	Planned periodic reviews on reports	
14.	Inputs provided to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.	As Placement opportunities are more for regular students, same course structure is implemented in OL mode also	
15.	Facilitated system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.	User friendly LMS was created to deliver quality education	
16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	Following everything as per the guidelines of regulatory bodies.	
17.	Measures adopted to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit	The Academic Audit cell will monitor periodically.	
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	Implementing all the guidelines of Regulatory bodies	

19.	Information obtained from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.	Regularly higher authorities advice our best practices	
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	YES	
21.	(a) Submitted Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session.	YES	
	(b) Submitted a copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution annually to the Commission.	YES	
22.	Overseen the functioning of Centre for Internal Quality Assurance and approve the reports generated by Centre for Internal Quality Assurance on the effectiveness of quality assurance systems and processes	Prepared reports will be presented in the CIQA meetings and finally submitted to HEI for approval	
23.	Facilitated adoption of instructional design requirements as per the philosophy of the Online learning decided by the statutory bodies of the HEI for its different academic programmes	E-content was prepared with the help of experienced University faculty. Recorded video lectures are made available in the LMS. Live lectures with experienced faculty (in house & Out side) are also scheduled with prior intimation to learners	

24.	Promoted automation of learner support services of the Higher Educational Institution	Automation was done from Entry to exit.	
25.	Coordinated with external subject experts or agencies or organisations, the activities pertaining to validation and annual review of its in-house processes.	In Annual Board of Studies meetings, which comprises of external subject experts will approve the content and other activities	
26.	Coordinated with third party auditing bodies for quality audit of programme(s)	-NO-	
27.	Overseen the preparation of Self- Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution	Self appraisal not yet submitted to any Accreditation body. So not Applicable.	
28.	Promoted collaboration and association for quality enhancement of Online mode of education and research therein	-NIL-	
29.	Facilitated industry-institution linkage for providing exposure to thelearners and enhancing theiremployability.	-NIL-	

**2.2 Compliance of Quality Monitoring Mechanism - As per Annexure-I
I(PartV(2))ofUGC(ODLProgrammesandOnlineProgrammes)Regulations,2020:**

Sr.No.	Provisions in Regulations	Action taken in respect of online programmes	Upload relevant document

<p>1.</p>	<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>a.Organizational Structure and Governance:</p> <p>The Centre for Distance and Online Education (Formerly School Of Distance Education) is governed by a proper system such that the overall efficiency and deliverables are to the satisfaction of the learners and focuses on the development of education on the whole. The CIQA plays a vital role in deployment and delegation of various roles and responsibilities to each entity as per the UGC guidelines.</p> <p>b. Management:</p> <p>The Centre for Distance and Online Education (Formerly School Of Distance Education) has an Advisory Committee with top level advisors (VC, Reactor, Registrar, Director of Centre for Distance and Online Education (Formerly School Of Distance Education) and all the Principals of the Constituent Colleges of the University.) The Director of Centre for Distance and Online Education (Formerly School Of Distance Education) is responsible for the entire workflow which is meticulously monitored by the CIQA at all levels to ensure quality. Further down we have a Special</p>	
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HEI ID:HEI-U-0006

Name of HEI:ANDHRA UNIVERSITY

Type of HEI: CATEGORY-1

		Registrar/Dy. Registrar/Asst. Registrar to follow up on the academic processes, Course Coordinators and	
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		<p>mentors to address student grievances, student support and feedback mechanism, faculty members for content delivery as per academic calendar and lesson plan, LMS for four quadrant approach based teaching learning and assignments the Centre for Distance and Online Education (Formerly School Of Distance Education) office for term end assessment, evaluation and result analysis.</p> <p>c. Strategic Planning:</p> <p>The CIQA is in place which has an expert committee of advisors and learned members who articulate the strategic plan which is aligned with the administration and academic processes such that quality is ensured with the best possible learning outcomes.</p> <p>d. Operational Plan, Goals and Policies:</p> <p>The operational plans, goals and policies are drafted to be in line with the strategic plan and also ensure that they are achievable and realistic such that outcomes are measurable. The policies are also communicated to the stakeholders through the regulations and the Programme Project Report.</p>	
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<p>2.</p>	<p>Articulation of Higher Educational Institution Objectives</p>	<p>The Centre for Distance and Online Education (Formerly School Of Distance Education) Andhra University has well defined Vision, Mission and Quality policy duly approved by the CIQA which is in line with the University Vision.</p>	
<p>3.</p>	<p>Programme Development and Approval Processes a. Curriculum Planning, Design and Development b. Curriculum Implementation c. Academic Flexibility d. Learning Resource e. Feedback System</p>	<p>a. Curriculum Planning, Design and Development: The curriculum Planning and Development is set into action by the Centre for Distance and Online Education (Formerly School Of Distance Education) which consists of all stakeholders. After deliberations the draft is submitted to the Board of Study for expert opinion and feedback. Finally it is sent to the academic Council for approval.</p> <p>b. Curriculum Implementation:</p>	

		<p>The teaching learning process is carefully designed in a way that a balanced mix of different pedagogy is used to ensure effective knowledge transfer. The academic calendar is well drafted and followed for all live sessions, assignments, assessments and curriculum enrichment programs. The Learning Management System caters to the academic needs of the learner by providing a user-friendly platform for effective teaching learning by incorporating the academic calendar and lesson plan. The four quadrant approach is</p>	
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		<p>rigorously followed wherein learning videos, e-content, innovative assignments, discussion forum, and periodic assessments are a part of the LMS. A Lesson Delivery Plan is prepared meticulously by faculty in which they elaborate on which unit from the syllabus will be covered in a particular session, teaching pedagogy, Blooms level, & E resources. The faculty members are also monitored on a regular basis.</p> <p>c. Academic Flexibility:</p> <p>The designed curriculum and syllabi is learner centric following the LOCF (UGC Mandate) wherein academic flexibility is ensured.</p> <p>d. Learning Resource:</p> <p>A dedicated LMS is offered to the learners wherein the SLMs are uploaded and a four quadrant approach is implemented. Also e-library facility is available for any time learning. At any time data collection and user statistics are available for monitoring purposes.</p> <p>e. Feedback system : Planning to get feedback through mails</p> <p>The Centre for Internal Quality Assurance is in place and conducts academic Audit at the end</p>	
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		of each semester and year.	
4.	Programme Monitoring and Review	The curriculum and syllabus of Under Graduate and Postgraduate Programmes under the Centre for Distance and Online Education (Formerly School Of Distance Education) aim at developing the technical and behavioral competencies of the students. As per the recommendations of UGC and MHRD the Institutions of higher education need to carry out academic reforms in all aspects including admission policy, academic calendar, introduction of choice-based credit system, continuous assessment, grading system and skill development for the holistic empowerment of the students. The Centre for Internal Quality Assurance is in place and conducts academic Audit at the end of each year.	
5.	Infrastructure Resources	A dedicated LMS is available to the learner for anywhere anytime learning. The student can access (LMS) through their desktop and also from their mobile phones, as the application is mobile responsive. The LMS is integrated with video conferencing tools (online webinar) for 2 way interactions wherein the faculty can interact with students and vice-versa. The learning management system supports all kinds of content formats which	

		include HTMLS, MP4, SCORM Files apart from word, PDF, and PPT files.	
6.	Learning Environment and Learner Support	Apart from academic support, the learner is also offered proper counseling and mentoring sessions for their overall development. Also Co-curricular activities are conducted for Beyond the syllabus learning. There is a dedicated placement cell to cater to their career progression and recruitment.	
7.	Assessment and Evaluation	The same assessment pattern existing in University regular mode is adopted.	
8.	Teaching Quality and Staff Development	1 Associate Professor and 1 Assistant Professor are looking after and coordinating the ODL programs	

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

Sr.No.	Provisions in Regulations	Action taken in respect of online programmes	Upload relevant document

1.	Academic Planning	The Centre for Distance and Online Education (Formerly School Of Distance Education) has a streamlined academic process wherein the academic calendar is clearly drafted mentioning all academic activities along with Co-Curricular events. It is disseminated to the stakeholders at the beginning of the academic session. Based on the same a lesson plan is prepared which is periodically reviewed for proper implementation.	
2.	Validation	The validation of the academic activities is done through periodic and annual audits to ensure quality. The CIQA committee takes random samples for verification and validation. Apart from this class committee meetings are conducted to assess the learner satisfaction from time to time. At the end of the academic session, feedback links are circulated to the learner to validate the academic process and its effectiveness.	

3.	Monitoring, Evaluation and Enhancement Plans a. Reports from Examination Centres b. External Auditor or other External Agencies report c. Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institution levels d. Reporting and Analytics by the Higher Educational Institution e. Periodic Review	Online proctored exams conducted following the UGC guidelines strictly	
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Part – III: Human Resources and Infrastructural Requirements

3.1 Name and details of Director of Centre for Distance and Online Education (Dual Mode University) - Prof. K.Visweswara Rao - Regular Employee :

<https://andhrauniversity.edu.in/img/pdf/sde/director%20sir%20order.jpeg>

3.2 Name and details of Deputy Director of Centre for Distance and Online Education (Dual Mode University) - Prof. M.V.S. Chandrasekhar Rao, Associate Director (Incharge), School of Distance Education.

<https://andhrauniversity.edu.in/admissions/school-of-distance-education/sdeodl.html>

Or

Name and details of Deputy Director of Centre of Online Education - Full time or contractual basis, not below the rank of an Associate Professor

3.3 Name and details of Assistant Director of Centre for Distance and Online Education (Dual Mode University) -

Or

Name and details of Assistant Director of Centre of Online Education - Full time or contractual basis, not below the rank of an Assistant Professor

Mention details such as Regular Employee, Designation, Qualification, Salary (Attach appointment letter and joining report)

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

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

Programme name: B.Com (Accountancy)

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Sri Ambedkar Raju, Associate Professor B.Com (Accountancy)	M.Com, M.Phil, PGDCRS, NET (Ph.D)	23 Years	Regular Rs.2,72,000	12-11-2021

Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	B.Com (Accountancy)	Sri Ambedkar Raju, Associate Professor	M.Com, M.Phil, PGDCRS, NET (Ph.D)	23 Years	Regular Rs.2,72,000	12-11-2021

Programme name: M.A (Sociology)

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr. B. Radhika	Ph.D	10	Contract, Rs.42,000	07-01-2014

Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	M.A (Sociology)	Dr. B. Radhika	Ph.D	10	Contract, Rs.42,000	07-01-2014

Programme name: B.Com

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Sri Ambedkar Raju, Associate Professor	M.Com, M.Phil, PGDCRS, NET (Ph.D)	23 Years	Regular Rs.2,72,000	12-11-2021

Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	B.Com	Sri Ambedkar Raju	M.Com, M.Phil, PGDCRS, NET (Ph.D)	23 Years	Regular Rs.2,72,000	12-11-2021

Programme name: B.A

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
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1	Dr. M. Sudarshan Rao Asst. Professor	Ph.D.	10 Years	Contract, Rs.48,000	07-01-2014
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Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	B.A	Dr. M. Sudarshan Rao	Ph.D	10 Years	Contract, Rs.48,000	07-01-2014

Programme name: MBA

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr. M. Mani Sekhar Asst. Professor	Ph.D.	9 Years	Contract, Rs.52,000	27-08-2017

Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	MBA	Dr. M. Mani Sekhar Asst. Professor	Ph.D	9 Years	Contract, Rs.52,000	27-08-2017

Programme name: MCA

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr. G. Sri Ram Asst. Professor	Ph.D.	10 Years	Contract, Rs.51,000	07-01-2014

Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	MCA	Dr. G. Sri Ram Asst. Professor	Ph.D.	10 Years	Contract, Rs.51,000	07-01-2014

Programme name: M.Com

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr. M. Mani Sekhar Asst. Professor	Ph.D.	9 Years	Contract, Rs.52,000	27-08-2017

Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	M.Com	Dr. M. Mani Sekhar Asst. Professor	Ph.D.	9 Years	Contract, Rs.52,000	27-08-2017

Programme name: M.Sc (Psychology)

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr. K. Jaya Ram Asst. Professor	Ph.D.	10 Years	Contract, Rs.48,000	07-01-2014

Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	M.Sc Psychology	Dr. K. Jaya Ram Asst. Professor	Ph.D.	10 Years	Contract, Rs.48,000	07-01-2014

Programme name: MA Political Science

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr. N. Komali Salomi Asst. Professor	Ph.D.	11 Years	Contract Rs.44,000	02-04-2013

Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	MA Political Science	Dr. N. Komali Salomi Asst. Professor	Ph.D.	11 Years	Contract, Rs.44,000	02-04-2013

Programme name: MA -HRM

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr. M. Mani Sekhar Asst. Professor	Ph.D.	9 Years	Contract Rs.52,000	27-08-2017

Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	MA HRM	Dr. M. Mani Sekhar Asst. Professor	Ph.D.	9 Years	Contract Rs.52,000	27-08-2017

Programme name: MA JMC

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr. K.K. Dora Babu Asst. Professor	Ph.D.	10 Years	Contract, Rs.42,000	07-10-2014

Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	MA JMC	Dr. K.K. Dora Babu Asst. Professor	Ph.D.	10 Years	Contract, Rs.42,000	07-10-2014

Programme name: MA English

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr. G. Sri Ram Asst. Professor	Ph.D.	9 Years	Contract, Rs.51,000	03-10-2005

Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	MA English	Dr. G. Sri Ram Asst. Professor	Ph.D.	9 Years	Contract, Rs.51,000	03-10-2005

Programme name: M.A. Economics

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr. M. Sudarshan Rao Asst. Professor	Ph.D.	10 Years	Contract, Rs.48,000	07-01-2014

Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	M.A. Economics	Dr. M. Sudarshan Rao Asst. Professor	Ph.D.	10 Years	Contract, Rs.48,000	07-01-2014

a. Course mentor

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	B.Com (Accountancy)				
2	(M.A. Sociology)				
3	B.Com				
4	B.A				
5	MBA				
6	MCA				
7	M.Com				
8	M.Sc Psychology				
9	MA Political Science				
10	MA HRM				
11	MA (JMC)				
12	MA Economics				
13	MA English				

3.2 Details of Administrative staff**a. Number of Administrative staff available exclusively for Online programmes**

Admin Staff	Required	Available
Deputy Registrar	1	3
Assistant Registrar	1	2
Section Officer	1	6
Assistants	3 (2 for DM Universities)	30
Computer Operator	2	10

HEI ID:HEI-U-0006

Name of HEI:ANDHRA UNIVERSITY

Type of HEI: CATEGORY-1

Multi Tasking Staff	2	10
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(Attach duly attested photocopy of appointment letter with salary details)

b. Number and details of Technical Support for Online Programmes as per Annexure -IV:

i. Technical Team for Development of e-Content as Self-Learning e- Modules:

Post	Required	Available
Technical Manager (Production)	1	1

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

ii. For Delivery of Online Programmes:

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

iii. For Admission and Examination for Online mode:

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

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

Part – IV: Examinations

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

S.No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
1.	All processes of assessment of learners in different components of Examination shall be directly handled by the concerned Institution and no part of the assessment shall be outsourced	YES	
2.	For ensuring transparency and credibility, the full time faculty of the Online mode Higher Educational Institutions or qualified faculty from University Grants Commission recognised Higher Educational Institutions only should be associated to function as invigilators, examination superintendents, as observers etc	YES	
3.	A Higher Educational Institution offering programme through Online mode shall conduct examinations either using Computer based test or pen and paper test in a proctored environment in designated test centre with all the security arrangements ensuring transparency and credibility of the examinations. It can also conduct online examination through technology mediated proctoring.	YES	
4.	The examination centre must be centrally located in the city, with good connectivity from railway station or bus stand, for the convenience of the students.	NA	
5.	The number of examination centres in a city or State must be proportionate to the student enrolment from the region	NA	
6.	Building and grounds of the examination centre must be clean and in good condition.	NA	
7.	The examination centre must have an examination hall with adequate seating capacity and basic amenities	NA	
8.	Fire extinguishers must be in working order, locations well marked and easily accessible. Emergency exits must be clearly identified and clear of obstructions	NA	

9.	The Examination Centre shall have adequate and comfortable seating capacity and amenities including adequate lighting, ventilation and clean drinking water facilities	NA	
10.	Safety and security of the examination centre must be ensured	NA	
11.	Restrooms must be located in the same building as the examination centre, and restrooms must be clean, supplied with necessary items, and in working order	NA	
12.	Provision of drinking water must be made for learners	NA	
13.	Adequate parking must be available near the examination centre	NA	
14.	Facilities for Persons with Disabilities should be available	NA	

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

S. No.	Provisions in Regulations	Whether being complied Yes/No If yes, please provide details and upload relevant documents	If No, Reason thereof
1.	Requirements at Test Centres (as mentioned in provision II (B)(13)(i) of Annexure II)	Remote Proctored online Exams conducted	NA
2.	Requirement of proctors (as mentioned in provision II (B)(13)(ii) of Annexure II)	-DO-	
3.	Security arrangements in the testing centre (as mentioned in provision II (B)(13)(iii) of Annexure II)	-DO-	

4.	Remote Proctoring (as mentioned in provision II (B)(13)(iii) of Annexure II)	-DO-	
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4.3 Compliance status of 'Evaluation' and 'Certification' – As per Regulations 15 and 16 of UGC (ODL Programmes and Online Programmes) Regulations, 2020

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
1.	The Higher Educational Institution shall adopt the guidelines issued by the Commission for the conduct of proctored examinations.	YES	
2.	A Higher Educational Institution offering Online programmes shall have a mechanism well in place for evaluation of	YES	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	learners enrolled through Online mode and their certification.		
3.	<p>The evaluation shall include two types of assessments continuous or formative assessment and summative assessment in the form of end semester examination or term end examination:</p> <p>Provided that no semester or year-end examination shall be held unless:</p> <p>i) The Higher Educational Institution is satisfied that at least 75 per cent. of the programme of study stipulated for the semester or year has been actually conducted;</p> <p>ii) For Online mode: the learner has minimum participation of 75 per cent. in all the activities of Online programme prior to end semester examination or term end examination.</p>	YES	
4.	The curricular aspects, assessment criteria and credit framework for the award of Degree programmes at undergraduate and postgraduate level and/or Post Graduate Diploma programmes through online mode shall be evolved by adopting same standards as being followed in conventional	YES	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	mode/ODL mode by the dual mode Higher Educational Institutions and in Open Distance Learning mode by the Open Universities		
5.	The weightage for different components of assessments for Online mode shall be as under: (i) continuous or formative assessment (in semester): Maximum 30 per cent. (ii) summative assessment (end semester examination or term end examination): Minimum 70 per cent.	YES	
6.	The Higher Educational Institution shall notify all assessment tools to be used for formative and summative assessments	YES	
7.	Marks or grades obtained in continuous assessment and end semester examinations or term end examinations shall be shown separately in the grade card	YES	
8.	A Higher Educational Institution offering a Programme in Online mode shall adopt a rigorous process in development of question papers, question banks, assignments and their moderation, conduct of examination, evaluation of answer scripts by qualified teachers, and result declaration, and shall so frame the question papers as to ensure	YES	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	that no part of the syllabus is left out of study by a learner.		
9.	The examination of the programmes in Online mode shall be managed by the examination or evaluation Unit of the Higher Educational Institution and shall be conducted in the examination centre as given under these regulations.	YES	online exams
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	YES	online exams
	(b) Availability of biometric system	NO	online exams
	(c) The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners and Passports for International learners	NO	online exams
	(d) In case of non-availability of the Closed- Circuit Television facilities, the Higher Educational Institution shall ensure that proper videography be conducted and video recordings are submitted by particular incharge of examination	YES	online exams

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	centre to the Higher Educational Institution		
11.	The Higher Educational Institution shall retain all such Closed- Circuit Television recordings in archives for a minimum period of five years	YES	NA
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	YES	NA
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	YES	
13.	An Higher Educational Institution offering programme through Online mode shall conduct examinations either using technology enabled online test with all the security arrangements ensuring transparency and credibility of the examinations, or through the Proctored Examination and in conformity with any other norms for such examination as may be laid down by the Commission	YES	
14.	As restriction of territorial jurisdiction is not applicable for Online learning, such Higher Educational Institutions which are recognised to enroll international learners shall endeavour to conduct proctored	YES	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	examinations for such learners		
15.	(a) Each award of Degree at undergraduate and postgraduate level and post graduate diploma for Online mode shall be assigned a unique identification number and shall have <ul style="list-style-type: none"> i. Photograph ii. Aadhaar number or other government recognised identifier or Passport number, as applicable, iii. Other relevant details of the learner along with the Programme name. 	YES	
	(b) Each award shall also be uploaded on the National Academic Depository	NO	WE WILL UPLOAD IN FUTURE
16.	It shall be mandatory for Higher Educational Institution to mention the following on the backside of each of the degrees/certificates and mark sheets issued by the Higher Educational Institution to the learners (for each semester certificate and at the end of the programme): (i) Mode of delivery; (ii) Date of admission; (iii) Date of completion; (iv) Name and address of all Examination Centres	NO	Under Process

4.4 Result and Student Progression For

UG, PG and PGD Programmes

		admitted	appeared in exams	progressed to next year	passed	passed in first class
<July, 2023>	1. B.Com (Accountancy)	234	60	60	51	41
	2. M.A. (Sociology)	94	32	32	30	29
	3.B.Com	1102	1030	1030	667	342
	4.B.A.	491	446	446	285	192
	5.MBA	4135	1173	1173	1059	1020
	6.MCA	1338	492	492	369	369
	7.M.Com	65	61	65	43	15
	8.M.Sc Psychology	221	209	221	175	90
	9.MA Political Science	87	79	87	47	26
	10.MA HRM	30	29	30	19	6
	11. MA (JMC)	23	21	21	19	8
	12. MA Economics	46	41	41	27	17
	13. MA English	79	70	70	40	14

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

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

<https://andhrauniversity.edu.in/img/pdf/sde/PPR%20B.%20Com.pdf>

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 Reports are prepared by the Heads of the Department in consultation with the Faculty and finally approved by the Chairman, Board of Studies of the concerned Departments.

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.

The teaching learning process is carefully designed in such a way that a balanced mix of different pedagogy is used to ensure effective knowledge transfer. The academic calendar is well drafted and followed meticulously for all live sessions, assignments, assessments and curriculum enrichment programs. The Learning Management System caters to the academic needs of the learner by providing a user friendly platform for effective teaching learning by incorporating the academic calendar and lesson plan.. At the same time four quadrant approach, wherein learning videos, e-content for reading anytime anywhere, innovative assignments through gamified exercises and discussion forum, periodic assessments to ensure the quality of deliverables are conducted and monitored through the LMS.

The e-learning materials are checked for Quality by the technical team and approved by competent authorities for further use by learners. The e-learning material follows the four- quadrant approach.

Over and above, gamified exercises and frequently asked questions are also posted in the LMS for effective learning.

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

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

SLM prepared for ODL programs are used for Online programs also.

HEI ID:HEI-U-0006

Name of HEI:ANDHRA UNIVERSITY

Type of HEI: CATEGORY-1

							wise programmes wise)	-

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

Upload

Part - VII: Self Regulation through disclosures, declarations and reports

7.1 Compliance status of Regulations 9 of UGC (ODL Programmes and Online Programmes) Regulations, 2020 - Self-regulation through disclosures, declarations and reports

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
1.	Joint declaration by authorised signatories, Registrar and Director of Centre for Internal Quality Assurance has been displayed on HEI website authenticating that the documents from Sr. No. '2' to '17' have been uploaded on the HEI website?	YES	
Uploading of the following on HEI website (Mention link) www.andhrauniversity.edu.in			
2.	The establishing Act and Statutes there under or the Memorandum of Association, as the case may be or both, of the Higher Educational Institution, empowering it to offer programmes in Online mode	YES	
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	YES	
4.	Programme details including brochures or programme guides inter alia information such as name of the programme, duration, eligibility for enrolment, programme fee, programme structure	YES	
5.	Programme-wise information on syllabus, suggested readings, contact points for	YES	

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
	counselling/mentoring, programme structure with credit points, programme- wise faculty details, list of supporting staff, their working hours and mentoring (for Online mode) Schedule		
6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.	YES	
7.	Detailed strategy plan related to Online programme delivery, if any including learning materials offered through Online and learner assessment system and quality assurance practices of Online learning programmes	YES	
8.	The feedback mechanism on design, development, delivery and continuous evaluation of learner-performance which shall form an integral part of the transactional design of the Online programmes and shall be an input for maintaining the quality of the programmes and bridging the gaps, if any	YES	
9.	Information regarding all the programmes recognised by the Commission	YES	

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
10.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	NO	January, 2022 admissions are only done
11.	Complete information about 'e-Learning Material' including name of the faculty who prepared it, when was it prepared and last updated for Online Programmes;	YES	
12.	A compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of online interaction with learners providing hyperlink support for Online Programmes	YES	
13.	List of the 'Examination Centres Along With the number of learners in each centre, for Online programmes	NO	proctored online exams are conducted
14.	Details of proctored examination in case of end semester examination or term end examination of Online programmes	YES	
15.	Academic Calendar mentioning period of the admission process along with the academic session, dates of continuous and end semester examinations or term end examinations, etc	YES	
16.	Reports of the third party academic audit to be undertaken every five years and internal academic audit every year by Centre for Internal Quality Assurance	NO	No third party audit

Part – VIII: Admission and Fees

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

S.No.	Provision	Whether being complied Yes/No
1.	Enrolment of learners to the Higher Educational Institution, for any reason whatsoever, in anticipation of grant of recognition for offering a programme in online mode, shall render the enrolment invalid	YES
2.	A Higher Educational Institution shall, for admission in respect of any programme in online mode, accept payment towards admission fee and other fees and charges- (a) as may be fixed by it and declared by it in the prospectus for admission, and on the website of the Higher Educational Institutions; (b) with a proper receipt in writing issued for such payment to the concerned learner admitted in such Higher Educational Institutions; (c) only by way of online transfer, bank draft or pay order directly in favour of the Higher Educational Institution.	YES
3.	It shall be mandatory for the Higher Educational Institution to upload the details of all kind of payment or fee paid by the learners on the website of the Higher Educational Institution.	YES
4.	The fee waiver and/or scholarship schemes for Scheduled Caste, Scheduled Tribe, Persons with Disabilities category of learners and students from deprived section of society shall be in accordance with	YES

	<p>the instructions or orders issued by Central Government or State Government:</p> <p>Provided that a Higher Educational Institution shall not engage in commercialisation of education in any manner whatsoever, and shall provide for equity and access to all deserving learners</p>	
5.	<p>Admission of learners to a Higher Educational Institution for a programme in Online mode shall be offered in a transparent manner and made directly by the HeadQuarters of the Higher Educational Institution which shall be solely responsible for final approval relating to admissions or registration of learners</p>	YES
6.	<p>Every Higher Educational Institution shall-</p> <p>(a) record Aadhaar details or other Government identifier(s) of Indian learner and Passport for an International Learner;</p> <p>(b) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years;</p> <p>(c) exhibit such records as permissible under law on its website; and</p> <p>(d) be liable to produce such record, whenever called upon to do so by any statutory authority of the Government under any law for the time being in force.</p>	YES
7.	<p>Every Higher Educational Institution shall publish, prior to the date of commencement of admission to any of its programme in Online mode, a prospectus (print and in e-form) containing the following for the purposes of informing those persons intending to seek admission to</p>	

	such Higher Educational Institutions and the general public, namely, as mentioned at sr. no. '8(a)' to '8(k)' below	
8. (a)	Each component of the fee, deposits and other charges payable by the learners admitted to such Higher Educational Institutions for pursuing a programme in online mode, and the other terms and conditions of such payment	YES
8. (b)	The percentage of tuition fee and other charges refundable to a learner admitted in such Higher Educational Institutions in case such learner withdraws from such Higher Educational Institutions before or after completion of programme of study and the time within, and the manner in, which such refund shall be made to the learner	YES
8. (c)	The number of seats approved in respect of each programme of online mode, which shall be in consonance with the resources	YES
8. (d)	the conditions of eligibility including the minimum age of a learner in a particular programme of study, where so specified by the Higher Educational Institution	YES
8. (e)	The minimum educational qualifications required for admission in programme(s) specified by the Commission or relevant statutory authority or councils, or by the Higher Educational Institution, where no such qualifying standards have been specified by any statutory authority	YES
8. (f)	The process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for	YES

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

	in the Commission Order	
10.	No Higher Educational Institution shall, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a programme of study conducted by it	YES
11.	No person shall, directly or indirectly, offer or pay capitation fee or give any donation, by way of consideration either in cash or kind or otherwise, for obtaining admission to any seat or seats in a programme in Online mode offered by a Higher Education Institution	YES
12.	No Higher Educational Institution, who has in its possession or custody, any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such Higher Educational Institution, shall refuse to return such degree, certificate award or other document with a view to induce or compel such person to pay any fee or fees in respect of any programme of study which such person does not intend to pursue or avail any facility in such Higher Educational Institution	YES
13.	In case a learner, after having admitted to a Higher Educational Institution, for pursuing any programme in online mode subsequently withdraws from such Higher Educational Institution, no Higher Educational Institution in that case shall refuse to refund such percentage of fee deposited by such learner and within such time as notified by the Commission and mentioned in the prospectus of such Higher	YES

	Educational Institution	
14.	No Higher Educational Institution shall, issue or publish- (a) any advertisement for inducing learners for taking admission in the Higher Educational Institution, claiming to be recognised by the appropriate statutory authority or by the Commission where it is not so recognised; (b) any information, through advertisement or otherwise in respect of its infrastructure or its academic facilities or of its faculty or standard of instruction or academic or research performance, which the Higher Educational Institution, or person authorised to issue such advertisement on behalf of the Higher Educational Institution knows to be false or not based on facts or to be misleading	YES

8.2 Whether Higher Educational Institution provided the details of all International learners enrolled immediately after the beginning of the academic session to the Ministry of External Affairs, Ministry of Education and University Grants Commission: Yes/No

YES

If No, reason thereof:

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.

Learners are allowed to send their grievances through mails, chat box and immediately sloved and replied through same mechanism

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
0	0

9.3 Complaint Handling Mechanism

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

<https://andhrauniversity.edu.in/img/pdf/sde/Ombudsman%20&%20SGRC.pdf>

9.4 Details of Complaints received from UGC (DEB)

Numbers of Complaint Received	Numbers of Complaint Resolved	Whether Complaint was resolved within stipulated time i.e. 60 days? (yes/No)
0	0	

Part – X: Innovative and Best Practices

10.1 Innovations introduced during academic year

A Mobile App for the students to track important notifications, and also to raise support tickets were introduced. An AI Powered Chat that would address most frequently asked questions was also introduced. Student Induction Programme was also conducted on 10th April, 2024. (10.30 am to 5 pm)

10.2 Best Practices of the HEI

Use of learning analytics to shape course design decisions and monitor student progress in a more structured way

10.3 Details of Job Fairs conducted by the HEI

All the distance mode learners are also allowed to attend job fairs organized in University for Conventional mode students

10.4 Success Stories of students of Online mode of the HEI

-

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

Presently offering only in English Medium

10.6 Number of students placed through Campus Placements

-

10.7 Details of Alumni Cell and its activity

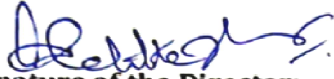
-

10.8 Any other Information

Being a state University, implementing the best practices in a phased manner with the availability of the resources

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: DIRECTOR

Seal: Centre for Internal Quality Assurance (CIQA)

Centre for Distance and Online Education

Date: Andhra University

Visakhapatnam-530003



Signature of the Registrar:

Name:

REGISTRAR

Seal: ANDHRA UNIVERSITY

Date: VISAKHAPATNAM-530 003

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.