



# Netaji Subhas Open University

(Accredited by NAAC with grade A)

Centre for Internal Quality Assurance (CIQA)

E-mail : [ciga@wbnsou.ac.in](mailto:ciga@wbnsou.ac.in), [www.wbnsou.ac.in](http://www.wbnsou.ac.in)

Ref. No. VC/16/1254

Date: 13/3/2023

## Minutes of the 15<sup>th</sup> Meeting of CIQA Committee

Venue: Board Room of the University

Date: 13<sup>th</sup> March 2023 at 12.30pm

### Members present:

1. Professor Ranjan Chakrabarti, Hon'ble Vice-Chancellor, NSOU-Chairperson
2. Professor Radharaman Chakrabarti, Founder Vice-Chancellor, NSOU
3. Professor Chandan Basu, Professor of History & Director, School of Social Sciences
4. Professor Manan Kr. Mandal, Professor of Bengali & Director, School of Humanities
5. Dr. Atindra Nath Dey, Director, School of Education
6. Dr. A.B. Aich, Registrar(Acting) and Director, Study Centres
7. Dr. Premananda Jana, Director, Kalyani RC
8. Dr. Srideep Mukherjee, Associate Professor, Head-Dept. of English (SoH)
9. Dr. Bibhas Guha, Associate Professor, Head, Dept. of Zoology (SoSci.)
10. Dr. Ritu Mathur Mitra, Associate Professor, Head of History (SoSS)
11. Dr. Sudeshna Chatterjee, Dy. Registrar, (Academic)
12. Smt. Ananya Mitra, Dy. Registrar (Administration)
13. Dr. Madhusri Ghosh Upadhyay, Dy. Librarian
14. Professor Anirban Ghosh, Director, CIQA -Member Secretary
15. Shri Gourab Barua, Asst. Registrar, Non-member Convener-CIQA

With the permission of the Chair, Director, CIQA welcomed all the members to take part in the deliberations of the 15<sup>th</sup> meeting of the CIQA committee. At the outset, on behalf of the University, the members present in the meeting congratulated Professor Kajal De, Professor of Mathematics and Director, School of Sciences for assuming the office of the Vice-Chancellor of Diamond Harbour Women's University for three months w.e.f. 9<sup>th</sup> March 2023.

The agenda-wise discussion was initiated and after detailed deliberations the following resolutions were taken:

1. Confirmation of the minutes of the 14<sup>th</sup> meeting of CIQA committee held on 29/9/2022 under the blended method.

[http://www.wbnsou.ac.in/about\\_us/CIQA/minutes\\_of\\_the\\_meeting/20221013\\_MoM\\_14th\\_CIQA\\_final.pdf](http://www.wbnsou.ac.in/about_us/CIQA/minutes_of_the_meeting/20221013_MoM_14th_CIQA_final.pdf)

*The House confirmed the minutes. The minutes of the meeting are available on the website.*

2. Submission of Action Taken Report (ATR) on the resolution of 14<sup>th</sup> CIQA meeting (Annexure-A)

*Submitted and noted by the House. Hon'ble Vice-Chancellor requested all the HEADS to cooperate with the Director-CIQA regarding the data collection for NAAC-AQAR.*

3. To approve the Programme Project Report (PPR) for submission of course approval application in the UGC portal.

*The House examined and approved the Programme Project Report (PPR) of the following programmes prepared as per guidelines laid down in the Annexure V of the UGC (ODL Programme and Online Programme) Regulations 2020.*

**Under Graduate Degree Programmes (Duration: 3 years; Eligibility: 10+2 or equivalent) under CBCS**

Sl. No.	Name of the Programme	Programme Code	School
1.	BA in Bengali	HBG	School of Humanities
2.	BA in English	HEG	
3.	B.A. in History	HHI	School of Social Sciences
4.	B.A. in Political Science	HPS	
5.	B.A. in Public Administration	HPA	
6.	B.A. in Sociology	HSO	
7.	B.Sc. in Physics	HPH	School of Sciences
8.	B.Sc. in Chemistry	HCH	
9.	B.Sc. in Mathematics	HMT	
10.	B.Sc. in Zoology	HZO	
11.	B.Sc. in Botany	HBT	
12.	B.Sc. in Geography	HGR	School of Professional Studies
13.	Bachelor of Commerce	HCO	
14.	B.A. in Economics	HEC	
15.	Bachelor in Library and Information Science	B.Lib.I.Sc.	School of Education
16.	BA in Education	HED	
17.	B.Ed. (Special Education)-ODL (HI /VI/IDD)	B.Ed.(Spl.Ed,-ODL)	

**Post Graduate Degree Programmes (Duration: 2 years; Eligibility: Graduate in 10+2+3 pattern)**

Sl. No.	Name of the Programme	Programme Code	School
1.	M.A. in Bengali	PGBG	School of Humanities
2.	M.A. in English	PGEG	
3.	M.A. in English Language Teaching	PGEL	
4.	M.A. in History	PGHI	School of Social Sciences
5.	M.A. in Political Science	PHPS	
6.	M.A. in Public Administration	PGPA	
7.	M.Sc. in Mathematics	PGMT	School of Sciences
8.	M.Sc. in Zoology	PGZO	
9.	M.Sc. in Geography	PGGR	
10.	M.Sc. in Environmental Science	PGES	
11.	Master of Commerce (M.Com.)	PGCO	School of Professional Studies
12.	Master of Social Work (MSW).	PGSW	
13.	Master of Library & Information Science	M.Lib.I.Sc.	
14.	Master of Business Administration	MBA	School of Education
15.	M.A. in Education	PGED	
16.	M.Ed. (Special Ed.)-ODL ( Intellectual & Development Disabilities (IDD) & Hearing Impairment)	M.Ed.(Spl. Ed)-ODL	

(Annexure-1)

4. To approve the Self Learning Materials (SLMs) for submission of course approval application in the UGC portal (33 programmes).

*The Self Learning Materials (SLMs) developed under the supervision of the respective Board of Studies have been approved.*

**Under Graduate Degree Programmes (Duration: 3 year) under CBCS**

Sl. No.	Name of the Programme	Programme Code	School
1	BA in Bengali	HBG	School of Humanities
2	BA in English	HEG	
3	B.A. in History	HHI	School of Social Sciences
4	B.A. in Political Science	HPS	
5	B.A. in Public Administration	HPA	
6	B.A. in Sociology	HSO	
7	B.Sc. in Physics	HPH	School of Sciences
8	B.Sc. in Chemistry	HCH	
9	B.Sc. in Mathematics	HMT	
10	B.Sc. in Zoology	HZO	
11	B.Sc. in Botany	HBT	
12	B.Sc. in Geography	HGR	School of Professional Studies
12	Bachelor of Commerce	HCO	
14	B.A. in Economics	HEC	
15	Bachelor in Library and Information Science	B.Lib.I.Sc.	
16	BA in Education	HED	
17	B.Ed. (Special Education)-ODL (HI/ VI/IDD)	B.Ed.(Spl.Ed,-ODL)	School of Education

**Post Graduate Degree Programmes (Duration: 2 years)**

Sl. No.	Name of the Programme	Programme Code	School
1	M.A. in Bengali	PGBG	School of Humanities
2	M.A. in English	PGEG	
3	M.A. in English Language Teaching	PGEL	
4	M.A. in History	PGHI	School of Social Sciences
5	M.A. in Political Science	PHPS	
6	M.A. in Public Administration	PGPA	
7	M.Sc. in Mathematics	PGMT	School of Sciences
8	M.Sc. in Zoology	PGZO	
9	M.Sc. in Geography	PGGR	
10	M.Sc. in Environmental Science	PGES	
11	Master of Commerce (M.Com.)	PGCO	School of Professional Studies
12	Master of Social Work (MSW).	PGSW	
13	Master of Library & Information Science	M.Lib.I.Sc.	
14	Master of Business Administration	MBA	School of Education
15	M.A. in Education	PGED	
16	M.Ed. (Special Ed.)-ODL ( Intellectual & Development Disabilities (IDD) & Hearing Impairment)	M.Ed.(Spl. Ed)-ODL	

Dr. Bibhas Guha has been requested to pursue the preparation of SLMs for PG-Environment Science (for at least 1<sup>st</sup> year) and forward the soft copy preferably by 31/3/2023.

5. To complete the course approval process on the UGC-DEB portal within the closing date vide UGC letter F.No.1-1/2023(DEB-I) dated 1<sup>st</sup> March 2023

*As per the said Public notice of the UGC, the Programme approval process will start on and from 15<sup>th</sup> March 2023 and the UGC-DEB portal will remain open till 31<sup>st</sup> March 2023.*

*Resolved that Dr. Sudeshna Chatterjee, Joint Registrar (Academic), Sri Siddhartha Biswas, Technical Assistant-II may take necessary steps to upload all the documents on the UGC-DEB portal. CIQA may provide support to facilitate the process. It was also resolved that all the Schools/ Departments will provide the necessary documents on an urgent basis as and when required.*

6. To approve the opening of new Learner Support Centres (LSCs) for UG/ PG programmes. Kalinagar College, 24 Parganas (North) for PG programme has been opened from January, 2023).

*Noted and approved by the House.*

7. To approve the Standard Operating Procedures (SOP) for the implementation of the credit transfer mechanism from SWAYAM MOOCs (Annexure-2)

*Noted and approved by the House.*

8. To suggest the Academic Calendar/Planner applicable for 2022-23 session (Annexure-3)

*Noted by the House.*

9. To report the status of PG admission for the January 2023 session and the commencement of the Personal Contact programme by the Schools of Studies (Annexure -4)

*Submitted and noted by the House. It was also resolved that the F2F Personal Contact Programme of January 2023 session may commence from the month of April 2023. Schools may continue the online counselling session as per requirements/ needs. The PCP for PG may be commenced tentatively from the 1<sup>st</sup> week of April 2023.*

10. To approve the 'Code of Conduct' for the enrolled students (Annexure- 5)

*Submitted and noted by the House. The "Code of Conduct" for the students may be finalized after legal opinion.*

11. To prepare the calendar of "Research Week" for each School of Studies.

*Resolved that the school concerned may decide the month of Research week at the School level..*

12. To report the introduction of "Faculty Lecture Series"

*Reported that the "Faculty Lecture Series" has been introduced in the month of December 2022. One faculty from the School delivers lecture in each month. The faculties of all the schools actively participate in the deliberations. The House appreciated this academic initiative of the University.*

13. To report the standardisation of the course structure for Certificate/ Diploma and Advanced Diploma and online courses under Clause of 24 of UGC (ODL Programme & OL Programme) Regulations 2020 (Annexure-6)

*Submitted and noted by the House.*

14. To report the formation of different Committees (Annexure- 7)
- i) Equivalence Committee
  - ii) ABC Committee
  - iii) Committee on Code of Conduct
  - iv) Academic-Administrative Audit (AAA) Committee
  - v) NEP Cell (constituted to explore the possibilities of implementing the provisions of NEP 2020 viz. ICT integration in pedagogy, ABC ID creation, multiple entry-exit, award of Certificate, Diploma and Degree at the end of the 1<sup>st</sup> year, 2<sup>nd</sup> year and 3<sup>rd</sup> year of the three-year under graduate Degree Programme respectively etc.)
- Submitted and noted by the House.*
15. To report the minutes of the 1<sup>st</sup> meeting of the Equivalence Committee for admission into UG, PG Degree and Ph.D. Programmes (Annexure-8)
- Submitted and noted by the House.*
16. To report the generation of ABC ID for UG Students of the July 2022 session (Annexure-9).
- Submitted and noted by the House.*
17. To report the distribution of marks for the term-end examination of Under Graduate Degree Programmes-CBCS (Annexure-10)
- Submitted and noted by the House.*
18. To report the establishment of the Innovation and Incubation Centre (IIC) under the School of Professional Studies. (General Guidelines, Annexure-11)
- Submitted and noted by the House.*
19. To report the introduction of short-term courses under “one-Faculty-one Course” of the School of Professional Studies. (Annexure-12)

Sl. No.	Name of the Course	Course Coordinator	Duration	Location-RC
1	Diploma in Personal Income Tax: Planning & Filling	Dr. Sudarshan Roy Assistant Professor of Commerce	6-months	Durgapur
2	Certificate in Resource Access Management (CRAM)	Dr. Anamika Das Assistant Professor of DLIS	6-months	Kalyani
3	Advanced Diploma in Statistics and Applied Econometrics	Mrs. Priyanthi Bagchi Assistant Professor of Economics	12-month	Durgapur
4	Advanced Diploma in Banking and Finance (ADBF)	Mrs. Priyanthi Bagchi Assistant Professor of Economics	6-months	Durgapur
5	Advanced Diploma in Child-Adolescent Guidance and Counselling (ADCAGC)	Monojit Garai Assistant Professor of Social Work	12-month	Jalpaiguri

*Submitted and noted by the House.*

20. To ratify the introduction of the “Iswarchandra Vidyasagar Memorial Lecture” of the University. (Annexure-13)

*Noted and resolved that the School of Professional Studies may be entrusted to organize this prestigious memorial lecture of the university. The budget provision may be made as per existing norms of the other memorial lectures of the university. The speaker may be identified in consultation with the Hon'ble Vice-Chancellor.*

21. To consider the proposal received from KKHSOU for adoption of PG & UG Bengali programme (Annexure-14)

*Noted by the House. The Resolution of the 35<sup>th</sup> Academic Council meeting (Sl. No. 10) may be referred in this regard.*

22. To report the research and academic activities of School of Professional Studies Workshop/ seminars etc. (All reports are available on the website).

- i) Workshop on “Psychological Counselling and Well-Being” for learners of MSW held on 11/1/2023
- ii) Workshop on Career Counselling for learners of MSW held on 13/1/23
- iii) Commerce Education and its Effectiveness in Technology Enabled Pedagogy in Post Pandemic held on 10/12/2022
- iv) Commerce Education through ODL Mode: Emerging Trend in the Light of NEP 2020 held on 27/11/2022
- v) Prospects and Challenges of Commerce Education through ODL Mode and the Way Forward held on 20/11/2022

*SLM preparation:*

All the SLMs of CBCS for the second year of all the programmes (HCO & HEC) and M.Com-2<sup>nd</sup> year (new syllabus), 40 % of MSW and PGEC for the 2<sup>nd</sup> year have been published till now. SLMs for the third-year CBCS, 8 out of 12 and 11 out of 12 courses are ready for HEC & HCO respectively.

*Fund mobilised for Seminar:*

- i) Raja Rammohun Roy Library Foundation Ministry of Culture, GoI approved Rs.2.5lakhs for holding the “International Seminar on Indian Knowledge System for LIS and Allied Disciplines” by the Department of Library and Information Science.
- ii) Indian Council of Social Science Research (ICSSR), GoI approved Rs.2.0lakhs for holding National Seminar on “Macro Trade and Economic Policy in India – An Approach Towards Atmanirbhar Bharat” by the Department of Economics.
- iii) National Institute of Social Defence, GoI has sponsored the Sensitization Programme on "Provisions of Transgender Persons (Protection of Rights) Act, 2019” by the Department of Social Work.

*Submitted and noted by the House.*

23. To report the research & academic activities of the School of Social Sciences Seminar/ workshop etc. (All reports are available on the website):

- i) National Webinar cum Learners Sensitization Programme on "National Voter's Day" held on 25th January 2023
- ii) One-day Webinar on Interactive Session-cum-Awareness Programme on Electoral Literacy held on 4th January 2023
- iii) National Research Week (School of Social Sciences) held from 18/1/2023 to 23/1/2023
- iv) Tenth Netaji Subhas Chandra Bose Memorial Lecture held on 23.01.2023.

- v) Workshop on "The Applications of Google Workspace (G-suite) held on 03.01.2023
- vi) National Student Seminar (Online Mode): Topic: M. K. Gandhi - His Ideas on and Principles of Social Reconstruction and Basic Education: Their Relevance Today held on 17.11.2022

*Publication:*

The University published the Tenth Netaji Subhas Chandra Bose Memorial Lecture in printed form with ISBN (978-93-82112-84-6). Copyright: NSOU

*SLM Preparation:*

Statues of SLM development (Annexure 14A)

*Submitted and noted by the House.*

24. To report the introduction of MOOCs through the NSOU Centre for Social Studies under the aegis of the School of Social Sciences:

Course	Duration	Course Coordinator
Prospects of Tourism	6 weeks	Professor Anirban Ghosh Dr. Ritu Mathur Mitra

*Submitted and noted by the House.*

25. To report the research & academic activities of School of Sciences

*Seminar/ workshop etc.:*

- i) Workshop on "Preparation of PPR" organized in collaboration with CIQA held on 28 February, 23.
- ii) "National Science day" with the vocal theme "Global Science for Global Wellbeing" held on 28 February, 23
- iii) "Sensitization programme" for UG & PG learners of Science discipline at the Jalpaiguri R.C held on 17 February, 23
- iv) International Seminar On "Sustainable Development: From the Perspective of Nature and Nurture" held on 10th –11th February, 2023
- v) "World Wetland Day-2023" on 2 February, 2023. Special Lecture was delivered by Prof. Sunando Bandopadhyay Professor of Geography, University of Calcutta.

*SLM preparation:*

All the SLMs of CBCS pattern for the first and second year of all the programmes under the purview of School of Sciences have been published. For third year 35 SLMs have already been published out of 48 SLMs.

*Submitted and noted by the House.*

26. To report the introduction of Short-term courses through the Centre for Propagation of Scientific Knowledge (CPSK) under the aegis of the School of Sciences:

Course	Duration	Course Coordinator
C programming and its application in mathematical problem solving	8 weeks	Sri Mrinal Nath, Assistant Professor of Computer Sciences
Medicinal plant: From traditional use to sustainable utilization	6 months	Sri Sandip Das, Assistant Professor of Botany

*Submitted and noted by the House.*

27. To report the opening of new study centres under SVS/CLL with the names of the courses (Annexure-15)

- i) George Telegraph Institute of Accounts & ii) George Institute of Interior Design
- Submitted and approved by the House.*

28. To report the introduction of new courses under SVS/ CLL (Annexure-16)
- i) ICT for Educators (MOOC)-6 weeks (Reading materials have been adapted from KKHSOU & CEMCA having CC-BY-SA license), CC: Professor Anirban Ghosh
  - ii) Diploma in Machine Learning and Data Science -12 months  
*Submitted and approved by the House.*
29. To report the research & academic activities of the School of Education
- Seminar/ workshop etc.:*
- i) Workshop on Preparation of PPR in association with CIQA held on 10.02.2023
  - ii) 2nd Swami Vivekananda Memorial Lecture held on 24.01.2023
  - iii) Seven-Day Workshop on "Research Methodology in Behavioral and Social Sciences" held during 02.02.2023 to 08.02.2023
  - iv) Observance of International Day of Persons with Disabilities held on 03.12.2022
  - v) Webinar on "Disability Today: Problems & Perspectives" held on 16.02.2023
  - vi) One year diploma in Inclusive Education, 2021-22 completed in December 2022 under CDSER.
- Publication:*
- i) 1st Swami Vivekananda Memorial Lecture 2022, published on 24.01.2023
- SLM Preparation:*
- SLMs for CC ED 11, SE ED 11 & 21 are published and uploaded on the NSOU LMS. Bengali version of CC ED 1, 3 & 4 are published and uploaded on the NSOU LMS and 2<sup>nd</sup> Semester SLMs for the One-Year Diploma in Inclusive Education.
- Inspection to Spl. LSCs:*
- Inspection of eleven Spl. LSCs conducted during Sept 2022.  
*Submitted and noted by the House.*
30. To report the programmes conducted on quality initiatives
- Programme organized by CIQA:***
- i) Workshop on Development of MOOCs & Online Courses: Development & Delivery
  - ii) Sensitization programme on ICT services & LMS
  - iii) Programme Approval Process of ODL Programmes in India and Strategies Adopted for Quality Assurance
  - iv) Brainstorming session on the Development of e-modules
  - v) Orientation programme for UG/PG students on code of conduct & Academic Bank of Credit (ABC).
- Programme organized by School of Humanities:***
- i) Student Awareness Week for UG and PG Students.
  - ii) Training Workshop for Counsellors.
- Programme organized by School of Social Sciences:***
- i) Workshop on "Career Opportunities for Women Learners in NSOU History Programmes: A Case Study of NSOU"
  - ii) Learners Sensitization Programme on "National Voter's Day"
- Programme organized by School of Sciences:***
- i) Sensitization Programme for UG & PG Learners of Science Discipline
  - ii) Orientation Programme for Under Graduate (HMT) students appearing for Laboratory Counselling and Evaluation Session-2022 in paper CC-MT-06.
  - iii) One-Day Orientation Programme for Content Writers and Editors of P.G. Environmental Science (PGES)



***Programme organized by School of Education:***

- i) Workshop on Preparation of PPR
- ii) Workshop on Research Methodology in Behavioral and Social Sciences
- iii) Focus Group Discussion on Blended Learning Ecosystem
- iv) Virtual Coordinators Meet of B.Ed Spl Ed programme on 4<sup>th</sup> March 2023

***Programme organized by School of Professional Studies:***

- i) Four-Week Library Intern Programme
- ii) Research Project Workshop

***Programme organized by School of Vocational Studies:***

- i) Sensitization of Examination System (Examination REFORM) for Vocational Programmes under the School of Vocational Studies.
- ii) Sensitization on LMS for MOOCs
- iii) Workshop on Technology-Enabled Open and Distance Learning and Vocational Education.

*Submitted and noted by the House.*

31. Reporting of Observance of Students' Week at Regional Centres.

- i) Awareness Program on Students' Credit Card
- ii) State Level Webinar on Digital & Blended Learning
- iii) Career Counselling
- iv) Awareness Programme on Mental Health and Wellness
- v) Interactive Exposure Visit (Science Laboratories) by School Students
- vi) Training Programme for Learners on 'Use of Online Resources and Online Public Access Catalogue'.

*Submitted and noted by the House.*

32. Any other issues with the permission of the Chair.

- i) *Special Lecture at Regional Centres:* It was resolved that the faculties posted at regional centres may arrange special lecture programmes (SLP) for at least one or two days at their respective regional centres for proper utilization of infrastructure. Prior notice may be issued to both UG and PG learners of the LSCs located at the respective RCs may attend these SLPs. There will be no financial liability for holding such SLPs on working days. The faculty members may submit their choice of days for the said SLPs.
- ii) CIQA Report: As per UGC Communication, university has to submit the annual CIQA report for 2020-21 and 2021-22.
- iii) To activate the Regional Centres, the following has been suggested: a) A committee meeting may be held with the Directors of Schools, Head of the Departments, for a chart to be made out about feasible programmes as Extension Activities of the university.

Sd/-

(Professor Anirban Ghosh)  
Member Secretary, CIQA Committee

*The minutes have been approved by Hon'ble Vice-Chancellor vide Ref. No.VC/16/1254 dated 13/3/2023.*



# Netaji Subhas Open University

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Centre for Internal Quality Assurance (CIQA)

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Annexure –A

## Action Taken Report (ATR) of 14<sup>th</sup> Meeting of CIQA Committee held on 29<sup>th</sup> September, 2022

Sl. No.3: To finalize the application form for the direct recruitment of faculty (Assistant Professor, Associate Professor and Professor) in view of the recruitment guidelines and Memorandum of Government of West Bengal [No. 1081–Edn.(U)/IU-91/10, dt.15/12/2021, based on UGC’s notification No. F1-2/2017, dt. 18.07.2018 notified in Gazette of India on 18/07/2018 & F 9-1/2010 (PS/MISC) Pt. Vol. 1 dt.11.10.21].

**The recruitment process for substantive faculty position has already been started.**

Sl. No. 4: To introduce Research Eligibility Test (RET) for admission into Ph.D. Programme of the university in addition to the existing eligibility criteria.

**The process has already been started for admission into Ph.D. Programme (2022-23 session) of the university. The NSOU Ph.D. Regulations 2023 has been finalized.**

Sl. No.5: To report the filling up of the Annual Quality Assessment Report (AQAR) for 2021-22 on the NAAC portal.

**The NAAC has extended the period of submission of AQAR in the portal. The concerned departments are requested to kindly submit the data without delay.**

Sl. No.6: To consider the report of ICT Services for the academic year 2021-22.

**The report on ICT services for 2021-22 is now available on the NSOU website.**

Sd/-

(Professor Anirban Ghosh)  
Member Secretary, CIQA Committee



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## Annexure –1

Programme Project Report (PPR) of the following programmes have been prepared as per Annexure V of the UGC (ODL Programme and Online Programme) Regulations 2020.

### Under Graduate Degree Programmes (Duration: 3 years; Eligibility: 10+2 or equivalent) under CBCS

Sl. No.	Name of the Programme	Programme Code	School
1.	BA in Bengali	HBG	School of Humanities
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3.	B.A. in History	HHI	School of Social Sciences
4.	B.A. in Political Science	HPS	
5.	B.A. in Public Administration	HPA	
6.	B.A. in Sociology	HPO	
7.	B.Sc. in Physics	HPH	School of Sciences
8.	B.Sc. in Chemistry	HCH	
9.	B.Sc. in Mathematics	HMT	
10.	B.Sc. in Zoology	HZO	
11.	B.Sc. in Botany	HBT	
12.	B.Sc. in Geography	HGR	
13.	Bachelor of Commerce	HCO	School of Professional Studies
14.	B.A. in Economics	HEC	
15.	Bachelor in Library and Information Science	B.Lib.I.Sc.	
16.	BA in Education	HED	School of Education
17.	B.Ed. (Special Education)-ODL (HI /VI/ IDD)	B.Ed.(Spl.Ed,-ODL)	

### Post Graduate Degree Programmes (Duration: 2 years; Eligibility: Graduate in 10+2+3 pattern)

Sl. No.	Name of the Programme	Programme Code	School
1.	M.A. in Bengali	PGBG	School of Humanities
2.	M.A. in English	PGEA	
3.	M.A. in English Language Teaching	PGEL	
4.	M.A. in History	PGHI	School of Social Sciences
5.	M.A. in Political Science	PHPS	
6.	M.A. in Public Administration	PGPA	
7.	M.Sc. in Mathematics	PGMT	School of Sciences
8.	M.Sc. in Zoology	PGZO	
9.	M.Sc. in Geography	PGGR	
10.	M.Sc. in Environmental Science	PGES	
11.	Master of Commerce (M.Com.)	PGCO	School of Professional Studies
12.	Master of Social Work (MSW).	PGSW	
13.	Master of Library & Information Science	M.Lib.I.Sc.	
14.	Master of Business Administration	MBA	
15.	M.A. in Education	PGED	School of Education
16.	M.Ed. (Special Ed.)-ODL (Intellectual & Development Disabilities (IDD) & Hearing Impairment)	M.Ed.(Spl. Ed)-ODL	

Sd/-  
(Professor Anirban Ghosh)  
Director- CIQA



NETAJI SUBHAS OPEN UNIVERSITY

**Standard Operating Procedure  
(SOP)**

**Credit Transfer for SWAYAM courses  
[Applicable for UG Programmes]**

Centre for Online Education  
DD-26, Sector-I, Salt Lake  
Kolkata-700064  
2023

## **1. Preamble:**

This document is proposed in view of an advisory from the Secretary, UGC [D.O.F.No. 1-812017 (SWAYAM) dated 3rd June, 2022] with a request to adopt University Grants Commission (Credit Framework for Online Learning Courses through Study Webs of Active Learning for Young Aspiring Minds) Regulations, 2021. UGC has also shared a survey report on the status of credit transfer for non-technical courses for July 2021 Semester. It reveals that 72 students enrolled with 13 state/private universities/HEIs in West Bengal have sought credit transfer on the basis of credits earned through SWAYAM. But most important is the fact that amongst these 72 students, there is one NSOU student who has sought credit transfer. On receipt of MOOCs completion certificate from Host Institute, the University to give equivalent credit weight (up to 40%) for the credits earned through SWAYAM. As per UGC mandate, no University shall refuse any student for credit mobility for courses earned through MOOCs.

In this backdrop, an SOP for integration of SWAYAM-MOOCs at NSOU has been framed to address not only the above matters but also to implement the provisions of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 along with NEP 2020 Guidelines in letter and spirit. This SOP will be applicable for UG-CBCS programmes for the time being.

## **2. General Principles:**

- 2.1 SWAYAM-MOOCs Courses/Credits will be accepted for GE courses across all the Schools, subject to mapping of Course Content and Engagement Hours.
- 2.2 SWAYAM-MOOCs Courses/Credits will be accepted for AECC-1 [Bengali/ English] across all the Schools.
- 2.3 SWAYAM-MOOCs Courses/Credits should be accepted for AECC-2 [ENVS] across all the Schools.
- 2.4 Acceptance of SWAYAM-MOOCs Courses/Credits for Core Courses (CC)/ Discipline Specific Courses (DSEC)/ Skill Enhancement Courses (SEC) may depend upon the respective Schools subject to other conditions applicable from time to time.
- 2.5 SOP for Inbound Credit Transfer mechanism-(a) application for inbound Credit Transfer to be submitted to the Controller of Examinations by the incumbent; (b) these applications to be routed to appropriate Schools; (c) Credit Equivalence/ Weightage/marks to be finalised/proposed by the appropriate department in consultation with the Board of Studies under the aegis of respective Schools.
- 2.6 Directors of the Schools may publish a list of MOOCs under SWAYAM applicable for courses/programmes offered in a particular semester on the website and share the same with the Controller of Examinations, the Director, CIQA, and the Officer-in-charge, Centre for Online Education.
- 2.7 At the time of filling up the examination form, the Controller of Examinations may collect the data of such students who want to transfer their SWAYAM credit to NSOU course.
- 2.8 SWAYAM issues mark sheet/results with the assignment and final examination marks.
- 2.9 As SWAYAM-MOOCs have an in-built assignment component, the Assignment weightage in the students' mark sheet will be shown as NOT APPLICABLE.
- 2.9 The mark sheets of NSOU will reflect APPROVED SWAYAM-MOOC as the Paper Name.

### 3. Equivalence and Conversion of SWAYAM MOOCs for NSOU

The following formula will be considered for a 4-credit SWAYAM MOOC recognized for transfer of credit in NSOU result:

**3.1 Equivalence:** A 4-credit SWAYAM MOOC carries total marks of 100 [30 for Assignments & 70 for Proctored Examination] => **Mark Load per Credit** for SWAYAM MOOC is 25 [100/4]-----**(A)**

NSOU prescribes 70 marks [20 for Assignments & 50 for TE Exam.] for a 6-credit course => **Mark Load per Credit** for NSOU is 11.67 [70/6]-----**(B)**

Comparing (A) & (B), we can say that the Load Value of SWAYAM MOOC is 2.4 times [(A)/(B)] the Load Value of NSOU course, which is compatible in terms of CBCS content => SWAYAM MOOC has a **Load Quotient** of 2.14 per credit compared with NSOU-----**(C)**

Hence a 4-credit SWAYAM MOOC may be treated as EQUIVALENT to 8.56 credit score at NSOU [4 x 2.14 = 8.56].

The above IMPLIES, a student who successfully completes a 4-credit SWAYAM-MOOC may be awarded 8.56 credit score for his/her effort. But, since NSOU awards only 6 credits at the maximum, the student may be awarded 6 credits, which will be shown in the Marks-sheet.

**3.2 Conversion of Marks:** SWAYAM MOOC marks have TWO distinct components adding up to Full Mark [30 for Assignments + 70 for Proctored Examination = 100] but NSOU's full marks per paper is 70[20 for Assignments + 50 TE Examination].

To convert SWAYAM marks, NSOU has to scale down, multiplying marks of all the components by 0.7 and rounded off to the nearest integer.

Marks for each component to be restricted to the maximum in each component prescribed at NSOU, i.e. 20 for Assignments and 50 for TE Examinations. Any mark being excess in one component to be distributed to the other component, so that the total marks and percentage remain unaffected.

EXAMPLE:

Let, a student completes a 4-credit SWAYAM MOOC with 72%, [scoring 30/30 for Assignments and 42/70 in Proctored Examination].

NSOU conversion may be as follows—

Assignment-30 x 0.7 = 21, Protocotored Examination-42 x 0.7 = 29.4, Total -72 x 0.7 = 50.4

Maximum marks for Assignments at NSOU are 20. So, NSOU will award only 20 for the student's Assignment, award 30.4 [29.4+1], rounded off to 30, for his/her TE Exam. His/her Total marks will be 50, rounding off 50.4.

The student's Marks-sheet will show the above marks.

### 3.3 SWAYAM Credit Equivalence Matrix:

SWAYAM Credit	Full Marks	Marks Load/ Credit	NSOU Credit	Full Marks	Marks Load/ Credit	SWAYAM Load Quotient	NSOU Credit Equivalence
2	100	50	2	70	35	50/35=1.43	2x1.43=2.86, <b>at least 2</b>
			2	60	30	50/30=1.67	2x1.67=3.34, <b>at least 3</b>
4	100	25	6	70	11.67	25/11.67=2.14	4x2.14=8.56, <b>at least 8</b>
6	100	16.67	6	70	11.67	16.67/11.67=1.43	6x1.43=8.58, <b>at least 8</b>

#### **4. Adopting MOOCs for credit transfer:**

*Step 1: Resolution in the Statutory Committee (Academic Council/ Executive Council):*

The university has adopted the credit transfer mechanism for SWAYAM –MOOCs in the 38<sup>th</sup> meeting of the Academic Council held on 3<sup>rd</sup> November 2022 (vide Point Y Page 19) as per UGC Regulations.

*Step 2: Selection of the Courses (MOOCs):*

The University shall select the courses to be permitted for credit transfer through SWAYAM. (e.g. GE, AECC, CC, DSCE etc. for which faculty is not available, elective courses or for supplementing teaching-learning process).

*Step 3: Designation of the Course Coordinator:*

The University will designate a Course Coordinator/facilitator to guide the students throughout the course and to facilitate/conduct the Lab/Practical sessions/examinations.

*Step 4: Dissemination of information:*

The University (CC) will widely disseminate information about selected/approved SWAYAM-MOOC courses and motivate the students through faculty members, notice boards, student forums, workshops and university website etc.

*Step 5: Course Registration:*

University to facilitate registration of students. Every student enrolled for the course in the University should register for the MOOCs course under National Coordinators (NCs) like CEC, NPTEL, UGC, IGNOU etc.

*Step 6: Evaluation:*

The Host Institution (i.e. the HEI offering the course) shall evaluate the students registered for MOOCs courses based on discussion forums, quizzes, assignments, and sessional and final examinations. The University (as Parent Institution) to assist Host Institution in conducting the final examination. Generally NTA will conduct the proctored examination either in CBT mode or in P& P mode for UG courses.

*Step 7: Marks of the students:*

The University shall incorporate the marks/grades communicated by the Host Institution (through NTA) in the final mark sheet of the student which counts for the award of degree/diploma. However, if necessary, the University may evaluate the students for the practical/lab component and incorporate these marks/grades in the overall mark sheet of the student.

*Step 7: Certificate:*

On receipt of the MOOCs completion certificate from NTA/SWAYAM, the University shall give equivalent credit weightage for the credits earned through SWAYAM.

#### **Developed by:**

Prof. Anirban Ghosh, Director-Centre for Internal Quality Assurance

Prof. Someswar Bhowmik, Officer-in-charge, Centre for Online Education

#### **Contributed by:**

Professor Subha Sankar Sarkar, Former Vice Chancellor, NSOU

Prof. Kajal De, Professor of Mathematics & Director, School of Sciences

Prof. Chandan Basu, Professor of History & Director, School of Social Sciences

Prof. Manan Kr. Mandal, Director, School of Humanities

Smt. Rokeya Ray, Controller of Examinations

Dr. Srideep Mukherjee, Head, Dept. of English, representing Director, SoH

Dr. Sanjay Roy, Head, Dept. of Chemistry, School of Sciences

Dr. Sudeshna Chatterjee, Jt. Registrar (Academic)

Dr. Papiya Upadhyaya, Assistant Professor of Education, School of Education representing Director, SoE

# Annexure-3

## Academic Year Planner [Programmes under yearly system]: Academic Year 2022-23

Name of the Activity	Tentative months schedule (specify months) during Year	
	From (Month)	To (Month)
Admission	Nov	Jan
Distribution of SLM	Jan	Mar
Contact Programmes (counselling, practical, etc.)	Apr	Nov
Assignment Submission	Oct	Nov
Evaluation of Assignment	Nov	Dec
Examination	Dec	Jan
Declaration of Result	Mar	Apr
Renewal/ Re-registration	Jan	Feb

## Academic Year Planner [Programmes under Semester System]: Academic Year 2022-23

Name of the Activity	Tentative months schedule (specify months) during Year			
	From (Month)	To (Month)	From (Month)	To (Month)
Admission	Jun	Jul	NA	NA
Distribution of SLM	Jul	Aug	NA	NA
Contact Programmes (counselling, Practical, etc.)	Aug	Oct	Jan	Mar
Assignment Submission	Oct	Nov	Mar	Apr
Evaluation of Assignment	Nov	Nov	Apr	Apr
Examination	Nov	Dec	May	Jun
Declaration of Result	Dec	Dec	Jun	Jun
Renewal/ Re-registration	NA	NA	Jun	Jul



LSC, RC and Subject Wise No of Applicants for PG, Session January 2023																					
Sl. No.	LSC CD	RC	PGMT	PGZO	PGGR	PGBG	PGEg	PGEL	PGJM	PGHI	PGPA	PGPS		PGED		PGCO	PGEC	MLIS	PGSW		Total
												ENG	BEN	ENG	BEN				ENG	BEN	
1	B-01	DRC	106	0	0	216	108	2	0	58	4	1	43	5	73	5	0	2	13	106	742
2	B-07	DRC	52	0	0	198	109	1	3	138	12	0	45	4	97	12	0	11	3	80	765
3	C-01	DRC	27	0	0	75	61	1	0	46	10	2	35	9	107	10	0	18	12	74	487
4	C-02	DRC	34	0	0	125	47	1	5	62	3	4	42	4	16	15	0	3	0	37	398
5	C-03	DRC	27	0	0	194	73	0	2	46	7	1	28	3	29	0	10	0	1	34	455
6	D-10	DRC	27	0	0	116	21	2	0	30	5	0	12	4	79	2	0	11	3	43	355
7	F-07	DRC	8	0	0	63	22	0	0	33	0	1	27	0	21	0	0	1	0	13	189
8	F-08	DRC	24	0	0	149	45	0	0	56	3	0	12	0	27	1	0	1	0	15	333
9	G-05	DRC	4	0	0	38	17	0	0	12	2	0	5	0	9	3	0	0	1	15	106
10	G-06	DRC	8	0	0	92	42	1	0	47	1	0	9	1	31	1	0	2	0	26	261
11	I-06	DRC	14	32	0	71	34	0	0	36	18	1	23	2	12	29	0	4	4	9	289
12	I-08	DRC	7	0	0	49	22	0	0	20	2	0	12	0	23	4	0	0	0	15	154
13	J-09	DRC	9	0	0	53	31	0	0	14	3	0	10	0	48	8	4	2	0	0	182
14	J-10	DRC	21	0	0	93	51	0	0	49	0	0	0	0	0	0	0	0	0	0	214
15	K-05	DRC	3	0	0	5	6	0	0	2	0	0	3	0	1	0	0	0	1	0	21
16	K-10	DRC	0	0	0	3	0	0	0	0	0	0	0	0	1	0	0	0	0	0	4
17	L-07	DRC	3	0	0	11	13	0	0	6	0	2	1	0	3	13	0	2	3	3	60
18	M-02	DRC	8	0	0	4	5	0	0	1	0	0	1	4	5	4	0	1	1	1	35
19	M-07	DRC	0	0	0	10	2	0	0	1	1	0	1	0	0	0	0	0	1	1	17
20	M-08	DRC	2	0	0	14	8	0	0	7	0	0	0	0	32	0	0	0	0	16	79
21	M-09	DRC	0	0	0	1	0	0	0	6	0	0	0	0	1	0	0	0	1	3	12
22	M-10	DRC	0	0	0	7	5	1	0	2	0	0	1	0	6	0	0	1	0	12	35
23	N-01	DRC	0	0	0	26	11	0	0	17	3	0	4	0	5	0	0	2	0	16	84
24	N-04	DRC	0	0	0	9	5	1	9	4	0	1	5	0	12	4	0	0	1	9	60
25	N-05	DRC	0	0	0	12	5	0	0	1	1	0	3	0	11	0	0	2	1	2	38
26	Q-09	DRC	0	0	0	3	3	0	0	4	0	0	0	0	2	0	0	0	0	0	12
27	R-01	DRC	0	0	0	6	1	0	0	2	0	0	0	0	3	0	0	0	0	0	12
28	R-09	DRC	0	0	0	2	1	0	0	2	0	0	0	0	15	0	1	0	2	22	45
29	S-05	DRC	4	0	0	18	12	0	0	7	0	1	1	0	0	0	0	2	0	0	45
30	S-06	DRC	0	0	0	5	1	0	0	2	0	0	2	0	0	2	5	0	0	0	17
31	S-08	DRC	0	0	0	2	3	0	0	0	0	0	0	1	0	0	0	0	0	0	6
32	S-10	DRC	0	0	0	21	5	0	2	14	0	0	0	0	14	0	0	0	0	0	56
33	T-02	DRC	0	0	0	9	5	0	0	1	0	0	1	0	0	0	0	0	0	0	16
34	A-02	HQ	9	0	0	36	31	3	0	58	13	3	18	12	61	49	30	4	8	44	379
35	A-03	HQ	6	0	0	10	7	0	0	11	3	0	8	1	5	32	0	0	0	11	94
36	A-04	HQ	6	0	0	45	24	0	128	46	9	1	27	4	20	94	0	5	7	30	446
37	A-05	HQ	1	0	0	9	9	1	0	12	4	1	9	0	2	69	0	0	2	3	122
38	A-06	HQ	12	0	0	28	12	3	0	9	5	0	10	1	3	32	0	0	7	24	146
39	A-07	HQ	2	0	0	15	14	1	0	19	0	5	3	11	6	17	0	0	1	7	101
40	A-08	HQ	2	0	0	3	6	0	0	11	1	0	7	0	7	34	0	0	0	1	72
41	A-10	HQ	0	0	0	1	4	0	0	9	1	0	2	0	1	7	0	0	0	1	26
42	B-03	HQ	64	21	29	192	88	2	8	76	12	0	34	1	113	11	7	6	5	82	751
43	B-04	HQ	20	0	0	61	49	0	0	21	5	0	15	1	50	10	0	4	0	5	241
44	B-05	HQ	8	0	0	30	19	0	0	28	3	0	22	0	25	4	0	1	1	14	155
45	B-06	HQ	6	0	17	50	40	0	0	9	1	1	10	0	88	6	0	1	0	20	249
46	B-08	HQ	6	0	0	12	8	0	0	17	5	0	9	0	11	18	0	2	2	10	100
47	B-09	HQ	15	0	0	52	25	3	0	28	5	0	29	3	33	12	0	1	4	21	231
48	C-04	HQ	2	0	0	14	8	0	0	19	2	0	7	2	4	12	0	1	1	9	81
49	C-05	HQ	14	19	29	83	46	4	0	67	8	0	49	2	29	37	0	5	6	54	452
50	C-06	HQ	34	0	0	178	38	0	0	44	1	0	13	0	76	6	0	1	2	14	407
51	C-08	HQ	7	0	0	40	25	1	0	60	6	1	15	4	79	30	3	0	4	34	309
52	C-09	HQ	4	0	0	28	14	1	0	33	1	0	20	0	12	10	0	0	1	7	131
53	C-10	HQ	6	0	0	78	34	0	0	48	3	0	15	2	51	8	2	3	1	28	279
54	D-08	HQ	63	0	0	142	125	1	0	51	3	0	15	1	39	8	0	0	0	24	472
55	D-09	HQ	8	0	0	98	39	0	0	23	1	0	5	1	27	5	0	0	0	22	229
56	E-05	HQ	4	0	0	33	23	2	0	36	5	1	31	1	9	31	0	1	4	23	204
57	E-06	HQ	0	0	24	9	6	0	47	10	2	0	2	2	5	5	0	1	1	2	116
58	E-07	HQ	3	0	0	2	1	0	0	7	0	1	1	2	2	2	0	0	0	0	21
59	E-08	HQ	11	0	0	44	25	3	0	40	13	0	26	2	23	44	0	4	2	15	252
60	E-09	HQ	6	0	19	20	10	1	0	26	2	1	23	2	24	22	0	1	1	2	160

Sl. No.	LSC CD	RC	PGMT	PGZO	PGGR	PGBG	PGEg	PGEL	PGJM	PGHI	PGPA	PGPS		PGED		PGCO	PGEC	MLIS	PGSW		Total
												ENG	BEN	ENG	BEN				ENG	BEN	
61	F-05	HQ	26	0	0	93	42	0	0	62	6	0	6	1	112	7	0	4	0	13	372
62	F-06	HQ	10	0	0	42	9	0	0	15	1	0	9	0	26	0	0	0	1	3	116
63	F-09	HQ	8	0	0	28	16	3	0	34	1	0	13	1	25	15	0	1	0	13	158
64	F-10	HQ	5	0	0	34	51	0	0	25	1	0	6	0	23	0	0	2	0	17	164
65	G-02	HQ	2	0	0	62	18	0	0	11	0	0	1	1	7	0	0	2	0	2	106
66	G-03	HQ	2	0	0	29	18	0	0	16	1	0	1	0	17	0	0	0	0	1	85
67	G-07	HQ	1	0	0	20	7	0	0	50	1	0	8	0	17	5	0	1	0	3	113
68	G-08	HQ	0	0	0	13	10	2	0	16	3	0	4	2	12	33	0	1	1	2	99
69	G-09	HQ	5	0	0	55	25	1	0	54	2	0	13	1	17	26	0	0	0	11	210
70	G-10	HQ	4	0	0	18	7	0	0	21	1	0	14	0	16	1	0	0	0	18	100
71	H-01	HQ	16	0	0	60	30	0	0	61	2	0	25	1	38	4	0	0	2	13	252
72	H-03	HQ	10	24	0	14	15	0	0	20	3	0	10	3	11	23	0	2	0	4	139
73	H-05	HQ	8	0	0	52	59	0	0	21	3	0	7	2	18	2	0	1	0	7	180
74	H-06	HQ	9	0	0	26	24	1	0	16	7	1	26	0	6	17	0	0	3	8	144
75	H-10	HQ	0	0	0	0	1	2	0	2	0	0	2	0	0	3	0	1	0	2	13
76	I-03	HQ	3	0	0	13	13	1	0	1	0	0	4	0	7	0	0	0	2	27	71
77	I-07	HQ	0	0	0	9	5	0	0	8	0	2	0	0	2	0	0	0	0	0	26
78	J-01	HQ	1	0	0	7	22	0	0	1	2	0	2	0	20	0	0	1	0	2	58
79	J-02	HQ	11	0	0	80	28	1	0	119	3	0	35	1	22	10	0	0	0	15	325
80	J-03	HQ	6	0	0	30	17	0	0	69	1	0	18	0	52	0	0	0	0	3	196
81	J-04	HQ	2	0	0	19	12	0	0	23	3	0	5	1	8	2	0	1	0	4	80
82	J-05	HQ	0	0	0	4	3	1	0	5	1	0	12	0	3	1	3	0	0	1	34
83	J-06	HQ	2	0	0	30	27	2	0	47	1	0	13	1	21	4	0	1	0	9	158
84	J-07	HQ	1	0	0	3	9	0	0	7	2	2	4	3	3	32	0	2	2	5	75
85	K-02	HQ	17	0	0	8	17	0	0	2	0	0	3	0	8	0	0	0	0	3	58
86	L-02	HQ	0	0	0	3	1	0	0	13	2	0	2	0	7	4	0	0	0	4	36
87	L-04	HQ	0	0	0	3	2	0	0	4	0	0	2	0	2	0	0	1	0	0	14
88	L-05	HQ	0	0	0	3	0	0	0	3	0	0	2	0	6	0	0	0	1	5	20
89	L-06	HQ	1	0	0	0	2	0	0	1	0	0	1	0	3	0	0	0	0	0	8
90	M-03	HQ	2	0	0	1	2	0	0	0	0	1	0	0	0	5	0	0	0	0	11
91	M-06	HQ	0	0	0	10	13	0	0	9	0	0	5	0	10	0	0	0	0	3	50
92	Q-07	HQ	0	0	0	3	3	0	0	1	0	0	1	0	3	0	0	0	0	3	14
93	Q-08	HQ	0	0	0	14	6	0	0	2	1	0	1	0	11	0	0	2	0	0	37
94	R-03	HQ	0	0	0	9	4	0	0	6	0	0	11	0	5	0	0	0	1	9	45
95	S-07	HQ	3	0	0	6	3	0	0	3	1	0	1	0	0	0	0	0	0	0	17
96	T-01	HQ	0	0	0	3	11	0	0	5	0	1	0	0	6	0	10	0	0	0	36
97	E-01	JRC	16	0	0	274	113	0	1	151	4	0	79	0	198	4	11	6	0	16	873
98	F-01	JRC	31	0	0	79	28	0	3	65	6	3	28	10	38	24	0	1	4	44	364
99	F-02	JRC	12	20	17	137	64	1	4	111	5	1	94	3	171	14	8	6	6	80	754
100	F-03	JRC	36	0	0	588	216	2	0	269	7	1	133	4	246	1	0	8	3	153	1667
101	G-01	JRC	19	0	0	108	76	0	0	112	1	2	95	4	69	2	0	0	0	12	500
102	J-08	JRC	0	0	0	89	35	0	0	55	0	0	39	0	0	0	0	0	0	13	231
103	K-03	JRC	0	0	0	6	0	0	0	1	0	0	1	0	0	0	0	0	1	2	11
104	K-04	JRC	12	0	0	73	41	0	2	40	4	2	18	1	37	0	0	0	1	17	248
105	K-06	JRC	0	0	0	10	8	0	0	15	0	0	2	2	17	2	0	0	2	9	67
106	K-07	JRC	0	0	0	4	1	0	0	5	0	0	2	0	5	0	0	0	1	5	23
107	K-08	JRC	0	0	0	1	3	0	0	0	0	0	1	0	0	0	0	0	0	1	6
108	L-08	JRC	0	0	0	15	5	0	3	4	0	0	0	0	12	0	0	0	1	13	53
109	L-09	JRC	8	0	0	18	16	0	0	41	0	0	20	0	31	0	0	0	1	2	137
110	L-10	JRC	0	0	0	9	1	0	0	10	0	1	1	0	0	0	0	1	1	1	25
111	M-01	JRC	0	0	0	17	13	0	0	7	0	0	9	0	0	0	0	0	0	18	64
112	N-06	JRC	96	0	0	116	66	1	0	101	0	0	87	3	134	0	0	0	0	37	641
113	N-07	JRC	0	0	0	230	146	0	6	156	15	0	79	4	242	0	0	7	0	28	913
114	N-08	JRC	0	0	0	85	46	1	0	62	0	0	43	0	108	0	0	1	0	8	354
115	N-09	JRC	0	0	0	6	3	0	0	1	0	0	2	1	3	0	0	0	0	1	17
116	N-10	JRC	0	0	0	41	23	0	0	32	0	0	0	0	52	0	0	0	0	4	152
117	Q-02	JRC	0	0	0	11	3	0	0	16	0	0	3	0	0	0	0	0	0	1	34
118	Q-04	JRC	0	0	0	125	75	0	0	100	3	3	97	4	91	0	0	0	2	15	515
119	Q-05	JRC	34	0	0	67	49	1	0	57	0	0	27	0	0	2	0	1	0	5	243
120	R-02	JRC	0	0	0	15	7	0	0	3	0	0	0	2	13	0	0	0	0	0	40
121	R-04	JRC	0	0	0	28	8	0	0	22	0	0	2	0	0	0	0	1	2	1	64

Sl. No.	LSC CD	RC	PGMT	PGZO	PGGR	PGBG	PGEG	PGEL	PGJM	PGHI	PGPA	PGPS		PGED		PGCO	PGEC	MLIS	PGSW		Total
												ENG	BEN	ENG	BEN				ENG	BEN	
122	R-05	JRC	0	0	0	7	6	0	0	11	0	0	3	0	0	0	2	0	0	0	29
123	R-06	JRC	0	0	0	6	6	0	0	11	0	0	4	0	0	0	0	0	0	0	27
124	S-03	JRC	11	0	0	30	20	0	0	34	0	0	13	0	23	0	0	0	0	4	135
125	A-01	KRC	13	0	0	15	17	4	0	25	7	2	16	3	20	16	15	2	0	11	166
126	B-10	KRC	0	0	0	5	2	0	0	4	1	0	1	0	3	2	0	1	0	1	20
127	C-07	KRC	0	0	0	16	13	1	0	25	5	0	12	0	13	3	0	0	0	7	95
128	D-01	KRC	22	0	0	181	72	1	0	146	9	3	62	2	55	2	0	5	3	32	595
129	D-02	KRC	21	0	0	46	57	0	0	110	12	0	25	1	44	26	0	6	1	28	377
130	D-03	KRC	8	0	0	41	28	2	0	65	1	0	20	1	25	3	0	2	0	7	203
131	D-04	KRC	1	0	0	17	10	0	0	59	6	0	6	4	22	20	0	2	0	19	166
132	D-05	KRC	6	0	0	58	17	0	0	42	0	0	7	1	23	0	0	0	0	9	163
133	D-06	KRC	19	0	0	115	67	2	0	160	12	0	49	2	44	9	0	6	0	30	515
134	D-07	KRC	0	0	0	18	4	0	0	18	1	0	7	0	7	0	0	0	0	4	59
135	E-04	KRC	135	0	0	415	193	7	0	198	11	0	111	8	136	12	0	7	1	58	1292
136	E-10	KRC	7	0	0	20	15	0	0	18	10	2	11	2	17	42	7	3	1	18	173
137	F-04	KRC	8	0	0	39	33	1	0	94	5	0	12	1	61	2	0	0	0	6	262
138	G-04	KRC	4	0	0	15	15	0	0	19	3	0	15	2	7	0	0	1	0	0	81
139	H-02	KRC	7	0	0	68	30	2	0	71	0	0	12	2	27	1	0	2	0	5	227
140	H-04	KRC	1	0	0	2	3	0	0	6	0	0	4	2	8	6	0	7	1	4	44
141	H-07	KRC	1	0	0	16	13	0	0	31	3	0	11	0	13	2	0	0	0	1	91
142	H-09	KRC	12	0	0	143	43	0	0	116	1	0	32	0	47	1	0	1	0	20	416
143	I-02	KRC	1	0	0	37	10	1	0	33	1	0	7	0	24	0	0	1	0	4	119
144	I-04	KRC	13	0	0	88	27	1	0	107	2	0	25	0	35	0	0	0	0	5	303
145	I-05	KRC	3	0	0	25	5	0	0	31	0	0	4	0	11	0	0	1	1	4	85
146	I-09	KRC	0	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25
147	K-09	KRC	3	0	0	19	13	0	0	21	0	0	6	0	18	0	0	1	0	2	83
148	L-01	KRC	0	0	0	2	5	0	0	3	0	0	3	0	4	0	0	1	0	0	18
149	L-03	KRC	3	0	0	14	6	0	0	49	2	0	20	2	22	1	0	0	0	3	122
150	M-04	KRC	0	0	0	0	1	0	0	4	0	0	1	0	1	0	0	0	0	0	7
151	M-05	KRC	0	0	0	2	6	0	0	2	4	0	6	0	10	4	0	0	0	2	36
152	N-02	KRC	0	0	0	2	2	0	0	6	2	0	2	0	6	1	0	0	0	1	22
153	N-03	KRC	0	0	0	12	12	0	0	18	6	2	15	3	12	1	0	3	0	9	93
154	Q-03	KRC	0	0	0	0	0	0	0	1	0	0	0	0	1	8	0	0	0	1	11
155	Q-06	KRC	0	0	0	5	3	0	0	17	0	0	3	0	2	0	0	1	0	0	31
156	Q-10	KRC	0	0	0	2	4	0	0	5	0	0	7	0	0	0	0	0	0	0	18
157	R-07	KRC	8	0	0	101	65	0	0	66	0	0	30	1	76	0	0	2	0	0	349
158	R-08	KRC	0	0	0	5	0	0	0	11	0	0	3	0	6	0	0	0	0	0	25
159	R-10	KRC	2	0	0	13	3	0	0	4	0	0	6	0	10	0	0	0	0	0	38
160	S-01	KRC	0	0	0	22	9	0	0	37	0	0	7	0	15	0	0	0	0	2	92
161	S-02	KRC	0	0	0	12	6	0	0	8	0	0	4	0	6	0	0	0	0	1	37
162	S-04	KRC	0	0	0	4	1	0	0	3	0	0	0	0	0	0	0	0	0	0	8
163	S-09	KRC	0	0	0	13	7	0	0	24	1	0	10	0	6	0	0	0	0	0	61
164	T-03	KRC	21	0	0	50	22	0	0	15	5	0	11	0	0	0	0	0	0	0	124
165	T-04	KRC	0	0	0	3	0	0	0	9	0	0	0	0	7	0	0	0	0	0	19
TOTAL			1456	141	135	7673	3953	78	223	5470	393	58	2483	185	4366	1133	118	216	154	2053	30288

LSC, RC and Subject Wise No of Applicants for BLIS, Advance Diploma Courses, Session January 2023									
Sl. No.	LSC CD	RC	District	BLIS		ADJMC	ADPR	ADEL	Total
				ENG	BEN				
1	B-01	DRC	Bankura	23	102	1	0	0	126
2	B-07	DRC	Purulia	21	88	1	2	0	112
3	C-01	DRC	Purba Burdwan	26	51	0	0	1	78
4	C-02	DRC	Paschim Burdwan	10	17	0	1	0	28
5	C-03	DRC	Birbhum	8	26	0	0	0	34
6	D-10	DRC	Birbhum	13	29	0	0	2	44
7	F-07	DRC	Purulia	3	27	0	0	0	30
8	F-08	DRC	Birbhum	16	31	0	0	0	47
9	G-05	DRC	Paschim Burdwan	0	2	0	0	0	2
10	G-06	DRC	Purba Burdwan	11	24	0	0	0	35
11	I-06	DRC	Paschim Burdwan	10	9	0	0	0	19
12	I-08	DRC	Purba Burdwan	3	3	0	0	0	6
13	J-09	DRC	Bankura	6	8	0	0	0	14
14	K-05	DRC	Purulia	0	1	1	0	0	2
15	L-07	DRC	Paschim Bardhaman	1	0	0	0	0	1
16	M-08	DRC	Bankura	0	6	1	0	0	7
17	M-09	DRC	Bankura	0	1	0	0	0	1
18	M-10	DRC	Purulia	0	2	0	0	0	2
19	N-01	DRC	Purulia	5	6	0	0	0	11
20	N-04	DRC	Purba Burdwan	2	2	0	0	0	4
21	N-05	DRC	Purba Burdwan	1	6	0	0	0	7
22	Q-09	DRC	Purba Bardhaman	0	3	0	0	0	3
23	R-01	DRC	Bankura	1	2	0	0	0	3
24	R-09	DRC	Jhargram	2	16	0	0	0	18
25	A-02	HQ	Kolkata	20	11	4	2	0	37
26	A-03	HQ	Kolkata	1	0	0	0	1	2
27	A-04	HQ	Kolkata	16	18	3	3	1	41
28	A-05	HQ	Kolkata	2	8	0	0	0	10
29	A-06	HQ	Kolkata	3	2	0	0	0	5
30	A-07	HQ	Kolkata	3	4	0	0	0	7
31	A-08	HQ	Howrah	1	1	0	1	0	3
32	A-10	HQ	Kolkata	0	2	0	0	0	2
33	B-03	HQ	Paschim Medinipur	18	63	0	0	0	81
34	B-04	HQ	Purba Medinipur	10	18	0	0	2	30
35	B-05	HQ	South 24-Parganas	8	22	0	0	0	30
36	B-06	HQ	Purba Medinipur	7	16	0	0	0	23
37	B-08	HQ	Kolkata	3	5	1	0	0	9
38	B-09	HQ	South 24-Parganas	8	19	0	0	0	27
39	C-04	HQ	Hooghly	4	8	1	1	0	14
40	C-05	HQ	Hooghly	12	19	0	0	0	31
41	C-06	HQ	Hooghly	7	13	0	2	0	22
42	C-08	HQ	Howrah	5	9	1	2	1	18
43	C-09	HQ	South 24-Parganas	5	6	0	0	0	11
44	C-10	HQ	Hooghly	17	34	1	0	1	53
45	D-08	HQ	Purba Medinipur	9	34	0	0	0	43
46	D-09	HQ	Paschim Medinipur	1	2	0	0	0	3
47	E-05	HQ	Kolkata	7	5	0	0	0	12
48	E-06	HQ	Kolkata	0	1	0	0	0	1
49	E-07	HQ	Kolkata	1	1	0	0	0	2
50	E-08	HQ	Kolkata	8	10	0	0	0	18
51	E-09	HQ	Howrah	2	3	1	0	0	6

Sl. No.	LSC CD	RC	District	BLIS		ADJMC	ADPR	ADEL	Total
				ENG	BEN				
52	F-05	HQ	Purba Medinipur	10	28	0	0	0	38
53	F-06	HQ	South 24-Parganas	0	4	0	0	0	4
54	F-09	HQ	Howrah	15	13	0	0	0	28
55	F-10	HQ	South 24-Parganas	0	5	0	0	0	5
56	G-02	HQ	Paschim Medinipur	6	15	0	0	0	21
57	G-03	HQ	Paschim Medinipur	1	9	0	0	0	10
58	G-07	HQ	Howrah	6	3	0	0	0	9
59	G-08	HQ	Howrah	2	8	0	0	0	10
60	G-09	HQ	Howrah	2	18	0	0	0	20
61	G-10	HQ	South 24-Parganas	0	6	0	0	0	6
62	H-01	HQ	South 24-Parganas	7	9	0	0	0	16
63	H-03	HQ	Hooghly	7	4	0	0	0	11
64	H-05	HQ	Paschim Medinipur	5	15	0	0	0	20
65	H-06	HQ	Paschim Medinipur	4	9	0	1	1	15
66	I-03	HQ	Purba Medinipur	1	4	0	0	0	5
67	I-07	HQ	Kolkata	1	0	0	0	0	1
68	J-01	HQ	Purba Medinipur	1	8	0	0	0	9
69	J-02	HQ	Howrah	7	8	0	0	0	15
70	J-03	HQ	South 24-Parganas	0	5	0	0	0	5
71	J-04	HQ	Hooghly	7	8	0	0	0	15
72	J-06	HQ	South 24-Parganas	1	5	0	0	0	6
73	J-07	HQ	Kolkata	3	2	0	0	0	5
74	L-02	HQ	South 24-Parganas	0	0	1	0	0	1
75	L-04	HQ	South 24-Parganas	1	5	0	0	0	6
76	L-05	HQ	Hooghly	1	2	0	0	0	3
77	M-06	HQ	South 24-Parganas	0	3	0	0	0	3
78	Q-07	HQ	Paschim Medinipur	1	3	0	0	0	4
79	Q-08	HQ	Paschim Medinipur	0	16	0	0	0	16
80	R-03	HQ	South 24-Parganas	1	3	0	0	0	4
81	E-01	JRC	Dakshin Dinajpur	11	32	0	0	0	43
82	F-01	JRC	Darjeeling	8	8	0	0	0	16
83	F-02	JRC	Jalpaiguri	11	32	0	0	2	45
84	F-03	JRC	Cooch Behar	19	78	0	0	1	98
85	G-01	JRC	Malda	14	26	0	0	1	41
86	K-06	JRC	Alipurduar	2	6	0	0	0	8
87	L-08	JRC	Dakshin Dinajpur	0	0	2	0	0	2
88	L-09	JRC	Jalpaiguri	3	5	0	0	0	8
89	M-01	JRC	Cooch Behar	0	3	0	0	0	3
90	N-07	JRC	Malda	25	65	1	0	0	91
91	N-08	JRC	Malda	3	27	1	0	0	31
92	N-10	JRC	Jalpaiguri	0	3	0	0	0	3
93	Q-02	JRC	Darjeeling	3	2	1	0	0	6
94	Q-05	JRC	Uttar Dinajpur	12	19	0	0	0	31
95	R-04	JRC	Alipurduar	2	9	0	0	0	11
96	S-03	JRC	Uttar Dinajpur	6	28	0	0	0	34
97	Q-01	JRC	Darjeeling	0	1	0	0	0	
98	A-01	KRC	North 24-Parganas	5	6	1	1	0	13
99	B-10	KRC	North 24-Parganas	1	0	0	0	0	1
100	C-07	KRC	North 24-Parganas	8	4	0	0	1	13
101	D-01	KRC	Nadia	13	52	0	0	0	65
102	D-02	KRC	North 24-Parganas	13	41	1	1	0	56
103	D-03	KRC	North 24-Parganas	6	14	0	0	0	20

Sl. No.	LSC CD	RC	District	BLIS		ADJMC	ADPR	ADEL	Total
				ENG	BEN				
104	D-04	KRC	North 24-Parganas	9	8	1	0	0	18
105	D-05	KRC	Nadia	4	5	0	0	0	9
106	D-06	KRC	Nadia	19	38	0	1	2	60
107	D-07	KRC	Nadia	3	7	0	0	0	10
108	E-04	KRC	Murshidabad	36	113	0	0	1	150
109	E-10	KRC	North 24-Parganas	8	13	2	2	0	25
110	F-04	KRC	North 24-Parganas	7	18	0	0	0	25
111	G-04	KRC	Nadia	5	4	0	0	0	9
112	H-02	KRC	North 24-Parganas	6	35	2	0	0	43
113	H-04	KRC	North 24-Parganas	4	11	0	0	0	15
114	H-07	KRC	North 24-Parganas	5	6	0	0	0	11
115	H-09	KRC	Murshidabad	9	30	0	0	0	39
116	I-02	KRC	North 24-Parganas	1	8	1	0	0	10
117	I-04	KRC	Murshidabad	2	14	0	0	0	16
118	I-05	KRC	Murshidabad	0	12	0	0	0	12
119	K-09	KRC	Murshidabad	2	6	0	0	0	8
120	L-03	KRC	Nadia	6	17	0	0	0	23
121	M-05	KRC	North 24-Parganas	0	9	1	0	0	10
122	N-02	KRC	Nadia	1	9	0	0	0	10
123	N-03	KRC	Nadia	8	19	0	0	0	27
124	Q-03	KRC	North 24-Parganas	1	1	0	0	0	2
125	R-07	KRC	Murshidabad	9	22	0	0	0	31
126	R-10	KRC	Nadia	1	4	0	0	0	5
TOTAL				741	1884	31	20	18	2693



## NETAJI SUBHAS OPEN UNIVERSITY

### Code of Conduct for Students

#### **A learner of NSOU has the following Duties and Responsibilities...**

##### **1. Academic Integrity**

NSOU as a NAAC 'A' accredited SOU in Eastern India values its academic integrity and is committed to fostering an intellectual and ethical environment based on its underlying principles. Honesty, accountability, and awareness of ethical standards for learning, assessments, cultural exchange, social interactions, research, and scholarships are all components that encompass academic integrity. The university upholds the belief that in all aspects of academics, the ideas, as well as contributions of all stakeholders, must be duly acknowledged and appreciated. Failure to uphold these principles of academic integrity threatens both university's reputation and the value of the degrees awarded to its learner.

Every learner must ethically treat all other learners, respecting their integrity and right to pursue their educational goals without any intrusion. In case any learner fails to adhere to the standards as above, disciplinary proceedings may be initiated by the authority.

##### **2. Enhance your Learning Curve**

The learning curve is the rate of one's progress in gaining new skills or academic accolades. To enhance your learning curve:

- Collect correct information from university-approved sources and may share among fellow learners for academic interests.
- Prepare together as an opportune and help each other to achieve academic goals.
- Expand the knowledge base optimally using the LMS and other student support services.
- Request and accept feedback and appreciation from university faculties for actual assessment of your progress.

##### **3. A learner's life during the course of Study**

During the course of study and till the end of the programme, a learner is expected to attend the counselling sessions (PCP), participate in laboratory counselling (LCES), gather information in the library, attend field trips, student seminars and get involved in co-curricular and extra-curricular activities. Student life at the university is considered one of the most memorable years of one's life.

##### **4. Improve your Work Habits**

The university urges that the learners to cultivate and exhibit good work habits and improve upon them. Habits such as being prepared for PCP and being participative in them, meeting performance standards, having necessary Self Learning materials, completing assignments, projects/dissertations, renewal etc. on time.

**5. Examination related:** This part is referred to the Examination Regulations of the University. The learners should adhere to the code relating to the examination and assignment.

##### **6. Have Freedom from Fear but not create fear**

Learners are expected to contribute to a safe learning environment that is free from fear. Any Acts of violence, use of weapons, and contraband means on the basis of race, religion, ethnicity, gender, sexuality or ability are never acceptable and are punishable with criminal proceedings

Anyone who attempts to use bullying, intimidation, ragging or stalking, to retaliate against someone who reports an incident, brings a complaint, or participates in an investigation will be in violation of retaliation as described within this code of conduct and will be subject to disciplinary action.

### **7. Theft, Vandalism, or Property Damage**

Theft, negligent, intentional, or accidental damage to personal or University property is prohibited, as is the possession of the stolen property. For any damage that occurs during a student event in a space for which no individual learner(s) accept(s) responsibility, the sponsoring learners and/or organizations may be held accountable for the money for replacement or repair of the damaged property and may be subject to further disciplinary action.

### **8. Learners' behaviours**

- i. Learners are expected to familiarize themselves with the Act, policies, rules, and regulations concerning the conduct of this university and shall always respect National and international diversity as reflected in the services of the University.
- ii. Learners shall communicate with the teachers, peers and the University staff in a respectful manner both in person and online.
- iii. While interacting in Social Media, learner shall act according to the requirements of the educational programme only.
- iv. Learner shall be open to ideas and opinions and shall never resort to verbal or physical abuse of those whose beliefs or behaviours differ from mine. Any act or abuse by spoken words, emails, posts, or public insults which would also include deriving perverted pleasure, the vicarious or sadistic thrill from actively or passively participating in the discomfiture to any other learner.
- v. Learners must deter from such off campus activities that may be detrimental to the university's reputation and image.

### **9. Violation of Local, State, or Central Govt. Law**

Any violation of local, state, federal, cyber laws or international law committed by a student will lead to legal and disciplinary actions.

### **10. Failure to Comply with the code of conduct**

The University expects its students to comply with the code of ethics and conduct. Furthermore, the University expects students held responsible for their violations which will lead to disciplinary actions and punishments imposed by the competent Authority of the university. Any failure to comply with these codes will be subjected to disciplinary actions.

### **Being a learner at NSOU, I am entitled to the following Privileges....**

1. I am treated with dignity and respect by all in the University.
2. I have access to correct information on the requirements, contents and outcomes of an educational programme and on other academic matters.
3. I can study in an environment that promotes openness, autonomy in learning, critical thinking and personal growth.
4. I have access to the support services of the University to meet my individual academic needs and overcome the barriers to study.
5. I shall not face any discrimination on the basis of gender, caste, religion, sexuality, ethnicity and ability.



6. I can express myself freely and wish that my views and opinions are valued by others.
7. I have the right to be recognized for my academic achievements.
8. I am entitled to a free and fair appeal against any act of the University which is discriminatory.
9. I shall get any academic/administrative problem solved/ redressed within 15 days from the date of application in a clear and transparent manner.
10. I shall have the right to know the reasons if the issue raised in my application/complaint is not resolved within the specified time.
11. I shall have the right to appeal to Vice-Chancellor if any of my privileges are breached at any stage.

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# Netaji Subhas Open University

(Established by WB Act (XIX) of 1997, Recognized by UGC & RCI)

Accredited by NAAC with grade A

## Centre for Internal Quality Assurance (CIQA)

DD-26, Sector-I, Salt Lake, Kolkata-700064

E-mail : [ciqa@wbnsou.ac.in](mailto:ciqa@wbnsou.ac.in), [www.wbnsou.ac.in](http://www.wbnsou.ac.in)

### Sub.: Certificate/ Diploma/ Advanced Diploma course

As advised and directed by the Hon'ble Vice-Chancellor, the School of Studies will be going to introduce Certificate/ Diploma/ Advanced Diploma courses under the Centres of the respective Schools. As per the requirements of UGC Regulations 2020, all the Degree and Certificate/ Diploma/ Advanced Diploma (short-term courses-6month/ 12month/24month) are to be approved by the CIQA and subsequently by the Statutory Authority of the University. For all Certificate/ Diploma/ Advanced Diploma courses, the following standard format is required to follow in MOOCs/ ODL/ F2F mode.:

Particulars	Certificate	Diploma	Advanced Diploma
Duration	06 Months	01 Year	01/02 Year
Eligibility	10+2	10+2	10+2+3
No. of Courses/ papers	04-06	06-08	06-12
4-credit is equivalent to 100marks; 1-credit involves 30hours of engagement; 1-semester is equivalent to 15Weeks (minimum)			
Mode (MOOCs*/Blended/ODL/F2F) as applicable			

\*For MOOCs, 04 Quadrant approach to be adopted.

4-credit =100marks (duration: 12-15week) -40hours engagement (AVL-20hrs)

2-credit =50marks (duration: 6-8week) -20hours engagement (AVL-10hrs)

For online course, the Centre for Online Education in consultation with CIQA may formulate and standardize the course structure and modalities for online short-term training courses. Online courses (credit or non-credit) may be routed through the Centre for Online Education for its standardization. The revenue earned out of this short-term training programmes may be shown under NAAC head (QnM-3.5.3) with audited report.

Placed before Hon'ble Vice-Chancellor for kind approval/ direction . On receipt of approval, the same may be circulated among all the Schools and concerned departments.

Director-CIQA

*Ashish*  
27/1/23

*VCSU*

*Prof. A. K.*

*As per as suggested  
me  
30/1*

*Copy forwarded to all concerned for no. please.  
A Ashish  
30/1/2023*

*VCSU  
30.01.23*





# NETAJI SUBHAS OPEN UNIVERSITY

Accredited by NAAC with Grade 'A'

DD-26, Sector-I, Salt Lake City, Kolkata-700064

E-mail: registrar@wbnsou.ac.in; Ph.: (033) 4066-3220

Memo No. Reg/ 0055

Date: 13.01.2023

## Notification

I am directed to inform you that an Equivalence Committee has been constituted by the University with the following members:

- |  |               |
|--|---------------|
| 1. Dr. Debajyoti Konar, Registrar, Presidency University       | - Chairperson |
| 2. Dr. Ashit Baran Aich, Registrar/ Joint Registrar (Academic) | - Member      |
| 3. Controller of Examinations, NSOU                            | - Member      |
| 4. Dr. Anirban Ghosh, Director, CIQA,                          | - Convener    |

  
Registrar

Memo No. Reg/ 0055/ 1(6)

Date: 13.01.2023

Copy forwarded for information and necessary action to:

1. Dr. Debajyoti Konar, Registrar, Presidency University
2. Dr. Ashit Baran Aich, Registrar
3. Joint Registrar (Academic)
4. Controller of Examinations, NSOU
5. Dr. Anirban Ghosh, Director, CIQA
6. ES to VC for information to the Vice Chancellor

  
Registrar





# Netaji Subhas Open University

(Established by WB Act (XIX) of 1997, Recognized by UGC)

Accredited by NAAC with grade A

## Centre for Internal Quality Assurance (CIQA)

DD-26, Sector-I, Salt Lake, Kolkata-700064

E-mail: [ciqa@wbnsou.ac.in](mailto:ciqa@wbnsou.ac.in), [www.wbnsou.ac.in](http://www.wbnsou.ac.in)

Ref. CIQA/ 1248

Date:02/12/2022

### Notification

As per notification of UGC (F.No.5-5/2022(DEB -V) dated 1/11/2022), all ODL institutions must have Academic Bank of Credit IDs of enrolled students and they are required to deposit student credit with the ABC portal.

As approved by Hon'ble Vice-Chancellor, the following Committee on Academic Bank of Credit (ABC) has been constituted.

Smt. Rokeya Roy, Controller of Examinations

Dr. Someswar Bhowmik, Officer-in-Charge, Centre for Online Education

Dr. Sudeshna Chatterjee, Dy. Registrar (Academic)

Shri Hillol Ghosh, Information Technology Office-Nodal Person of NAD & ABC

Professor Anirban Ghosh, Director, CIQA- Convener

The Committee may review the progress of uploading the data on NAD/ digiLocker portal and also the integration with the ABC portal.

*A Ghosh*  
2/12/2022  
Director, CIQA

### Copy to:

Smt. Rokeya Roy, Controller of Examinations

Dr. Someswar Bhowmik, Officer-in-Charge, Centre for Online Education

Dr. Sudeshna Chatterjee, Dy. Registrar (Academic)

Shri Hillol Ghosh, Information Technology Office-Nodal Person of NAD & ABC

PRO-for information of Hon'ble Vice-Chancellor





**NETAJI SUBHAS OPEN UNIVERSITY**  
ESTABLISHED BY W.B. ACT (XIX) OF 1997, RECOGNIZED BY U.G.C.  
Accredited by NAAC with grade 'A'  
DD - 26, SECTOR -I, SALT LAKE CITY, KOLKATA - 700 064  
Pho: (033) 4066-3220, Website: [www.wbnsou.ac.in](http://www.wbnsou.ac.in)

Memo No. Reg/0163

Date: 09.02.2023

**NOTIFICATION**

The undersigned is directed by the Hon'ble Vice Chancellor to notify the constitution of a Committee on Code of Conduct for the Netaji Subhas Open University with the following members:-

- |  |            |
|--|------------|
| 1. Registrar                                   | : Chairman |
| 2. Director, Study Centre or his nominee       | : Member   |
| 3. Director, CIQA                              | : Convenor |
| 4. Controller of Examinations                  | : Member   |
| 5. Joint Registrar (Administration)            | : Member   |
| 6. Joint Registrar (Academic)                  | : Member   |
| 7. Director, Kalyani Regional Centre           | : Member   |
| 8. Deputy Director, Durgapur Regional Centre   | : Member   |
| 9. Deputy Director, Jalpaiguri Regional Centre | : Member   |

This has the approval of the competent authority of the University.

Sd/-  
Registrar (Actg.)

Memo No. Reg/0163 (21)

Date: 09.01.2023

**Copy forwarded for information to:**

1. Finance Officer
2. Director, Study Centres
3. Director, School of Sciences
4. Director, School of Education
5. Director, School of Social Sciences
6. Director, School of Humanities
7. Director, CIQA
8. Director (I/c), SVS & SPS
9. Officer-in-Charge, Centre for Online Education
10. Director, Regional Centre, Kalyani
11. Controller of Examination
12. Joint Registrar (Administration)
13. Joint Registrar (Academic)
14. Deputy Librarian
15. Deputy Director, RC, Durgapur
16. Deputy Director, RC, Jalpaiguri
17. Shri Hillol Ghosh, Information Technology Officer
18. Assistant Registrar
19. E.S to V.C for information of V.C
20. Guard File
21. Notice Board

Registrar (Actg.)  
Registrar (Acting)  
Netaji Subhas Open University





**NETAJI SUBHAS OPEN UNIVERSITY**  
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Pho: (033) 4066-3220, Website: [www.wbnsou.ac.in](http://www.wbnsou.ac.in)

Memo No. Reg/0164

Date: 09.02.2023

**NOTIFICATION**

The undersigned is directed by the Hon'ble Vice Chancellor to notify the constitution of a Committee to Conduct Academic and Administrative Audit (AAA) of different Schools / Departments of the Netaji Subhas Open University with the following members:-

1. Prof. Subrata Kumar Dey, Former Vice : Chairperson  
Chancellor, Mahatma Gandhi University
2. Director, School of Humanities : Member
3. Director, CIQA : Member
4. Joint Registrar (Administration) : Convenor
5. Joint Registrar (Academic) : Member
6. Office-in-Charge, Centre for online Education : Member

This has the approval of the competent authority of the University.


Sd/-  
Registrar (Actg.)

Memo No. Reg/0164 (22)

Date: 09.01.2023

Copy forwarded for information to:

1. Prof. Subrata Kumar Dey, Former Vice Chancellor, Mahatma Gandhi University
2. Finance Officer
3. Director, Study Centres
4. Director, School of Sciences
5. Director, School of Education
6. Director, School of Social Sciences
7. Director, School of Humanities
8. Director, CIQA
9. Director (I/c), SVS & SPS
10. Officer-in-Charge, Centre for Online Education
11. Director, Regional Centre, Kalyani
12. Controller of Examination
13. Joint Registrar (Administration)
14. Joint Registrar (Academic)
15. Deputy Librarian
16. Deputy Director, RC, Durgapur
17. Deputy Director, RC, Jalpaiguri
18. Shri Hillol Ghosh, Information Technology Officer
19. Assistant Registrar
20. E.S to V.C for information of V.C
21. Guard File
22. Notice Board

  
Registrar (Actg.)  
Registrar (Acting)  
Netaji Subhas Open University





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Pho: (033) 4066-3220, Website: [www.wbnsou.ac.in](http://www.wbnsou.ac.in)

Memo No. Reg/0132

Date: 02.02.2023

**NOTIFICATION**

In supersession of earlier Notice vide no. CIQA/1384 dated 31.01.2023, the undersigned is directed by the Hon'ble Vice Chancellor to notify the constitution of NEP Cell of the Netaji Subhas Open University with the following members:-

1. Prof. Ashutosh Ghosh, Hon'ble Vice : Chairman  
Chancellor, Rani Rashmoni Green University
2. Joint Registrar (Academic), NSOU : Member
3. Office-in-Charge, Centre for Online : Member  
Education, NSOU
4. Controller of Examinations, NSOU : Member
5. Dr. Papiya Upadhyay, Assistant Professor, Member  
SoE, NSOU
6. Director, CIQA : Convener

The committee will look after the implementation of various provisions of NEP 2020 in the course curricula of the University.

This has the approval of the competent authority of the University.

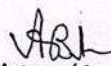
Sd/-  
Registrar (Actg.)

Memo. No. Reg/0132 (6)

Date: 02.02.2023

**Copy forwarded for information to:**

1. Prof. Ashutosh Ghosh, Hon'ble Vice Chancellor, Rani Rashmoni Green University
2. Finance Officer
3. Director, Study Centres
4. Director, School of Sciences
5. Director, School of Education
6. Director, School of Social Sciences
7. Director, School of Humanities
8. Director, CIQA
9. Director (I/c), SVS & SPS
10. Officer-in-Charge, Centre for Online Education
11. Director, Regional Centre, Kalyani
12. Controller of Examination
13. Joint Registrar (Administration)
14. Joint Registrar (Academic)
15. Deputy Librarian
16. Deputy Director, RC, Durgapur
17. Deputy Director, RC, Jalpaiguri
18. Dr. Papiya Upadhyay, Assistant Professor, SoE, NSOU
19. Assistant Registrar
20. E.S to V.C for information of V.C
21. Guard File

  
Registrar (Actg.)  
Registrar (Acting)  
Netaji Subhas Open University



# Netaji Subhas Open University

Accredited by NAAC with Grade A

Centre for Internal Quality Assurance (CIQA)

E-mail : [ciqa@wbnsou.ac.in](mailto:ciqa@wbnsou.ac.in), [www.wbnsou.ac.in](http://www.wbnsou.ac.in)

Minutes of the 1<sup>st</sup> meeting of Equivalence Committee held on 30/01/2023 at 3.00pm  
in the Board Room of the University

**Members present:**

Dr. Debajyoti Konar, Registrar, Presidency University  
Dr. Ashit Baran Aich, Registrar (Acting), Netaji Subhas Open University  
Smt. Rokyea Ray, Controller of Examinations, Netaji Subhas Open University  
Dr. Sudeshna Chatterjee, Joint Registrar (Academics), Netaji Subhas Open University  
Professor Anirban Ghosh, Director-CIQA, Netaji Subhas Open University—Convener

The meeting was convened to discuss various issues relating to the equivalency of degrees awarded by different recognized HEIs in India and abroad for the purpose of admission in the Post Graduate Degree Programme and Ph.D. programme of Netaji Subhas Open University. After threadbare discussions, the members unanimously opined that the following policy may be adopted to make the incumbent eligible to pursue a degree programme of the university.

**For Post Graduate Degree Programme:** A graduate under 10+2+2 pattern willing to join PG Degree programme of the university is required to obtain the remaining credit weightage in the same discipline of the UG programme from NSOU.

Total pre-requisite credit for the purpose of admission in PG (Eligibility: 10+2+3 Graduate) may be identified by the Controller of Examination whereas the distribution of academic content/ courses may be determined by the concerned School/ Department for effective academic equivalency for the purpose of admission in a specific degree programme of the university. The remaining credit (if any) can be earned from the university by the incumbent through admission at the beginning of the 5<sup>th</sup> Semester. So such a candidate has to study the course (s) as identified by the School for 5<sup>th</sup> & 6<sup>th</sup> semester at NSOU to make him/her eligible to pursue a Master's Degree in the same discipline. Registrar may take appropriate steps for admission of such candidate. Such candidates will be given the grade card only

**For Ph.D. programme:** A candidate having one year Master's degree is required to obtain the remaining credit weightage in the same discipline of the PG programme of NSOU to pursue Ph.D. degree at NSOU.

Total pre-requisite credit for the purpose of admission in Ph.D. (Eligibility: 2-years Masters) may be identified by the Controller of Examination whereas the distribution of academic content/ courses may be determined by the concerned School/ Department for effective academic equivalency for the purpose of admission in a specific Ph.D. degree programme of the university. The remaining credit (if any) can be earned from the university by the incumbent through admission at the beginning of the 2<sup>nd</sup> year of PG course. So such a candidate has to study the course as identified by the School in the second at NSOU to make him/her eligible to pursue Ph.D. degree. Registrar may take appropriate steps for admission of such candidate. Such candidates will be given the grade card only.

**Credit Transfer provision:** In case of a candidate whose validity of the registration at NSOU expires (for BDP/UG -6years, PG-5years) but wants to take the benefit of the transfer of credit already earned, such a candidate has to take new admission. The concerned School/ Department

A. Ghosh  
31/1/23 (1/2)



may decide/identify course (s) for which the credit transfer is permissible. The nomenclature/content of course (s) should be the same for which the credit transfer is claimed. The Credit transfer Policy under CBCS has already been approved by the CIQA and subsequently by the Academic Council.

**Standing Committee for Credit Transfer and Equivalence:** The members suggested that a Standing Committee may be formed with the following members to look after these issues.

- i) Registrar/ Joint Registrar (Academics)
- ii) Controller of Examinations
- iii) Director of the School concerned.
- iv) Head of the Department concerned
- v) Director-CIQA-Convener

Placed before Hon'ble Vice-Chancellor for kind approval/ direction.

*A. Khosla*  
21/1/2023  
Director, CIQA

*VC sir*  
*Registrar*  
*Place in EWC*  
*on 5/2*  
*01/02*

*vc/16/946*  
*01.02.2023*  
*Reg/0187*  
*22.23*

*Joint Reg (Admin)*  
*for inclusion in the*  
*EWC agenda.*  
*ABh*  
*21/1/2023*



# Netaji Subhas Open University

## Centre of Internal Quality Assurance (CIQA)

(Established by WB Act (XIX) of 1997, Recognized by UGC)

DD-26, Sector-I, Salt Lake, Kolkata-700064

E-mail : [ciqa@wbnsou.ac.in](mailto:ciqa@wbnsou.ac.in), [www.wbnsou.ac.in](http://www.wbnsou.ac.in)

### Review meeting for creation of the student Academic Bank of Credit (ABC) ID through DigiLocker portal for the ODLs held on 09/01/2023 at 11 a.m. (Online)

Members present:

Dr Sunita Siwach, Joint Secretary, UGC-DEB

Dr. Vinod Singh Yadav, Dy. Secretary, UGC-DEB

Other official of UGC

Dr. Anirban Ghosh, Director, CIQA, NSOU

Dr. Sudeshna Chatterjee, Dy. Registrar, Academic, NSOU

Shri Hillol Ghosh, ITO, NSOU & Nodal Officer- NAD and ABC

And 110 representatives from other HEIs

UGC has made it mandatory to create ABC ID for the HEIs and students enrolled in those HEs from academic session 2022-23. Accordingly, they issued letter to all HEIs conducting ODL and Online programmes. In the present meeting, the Joint Secretary, UGC-DEB requested all the members to create and upload the ABC ID for their students mandatorily by 15/1/2023.

It was reported that NSOU has already registered its name with ABC portal (NAD-003773).

#### Proceedings:

1. ABC portal link to be inserted in the NSOU website for its students.
2. Awareness programme at RC/LSC level is urgently required.
3. Student data (July 2022 and onwards) in prescribed format (name, DOB, Gender, Aadhar, Enrolment No.) is required to be submitted to DigiLocker within 11th January for bulk uploading at their website.
4. The Student's ABC ID and Aadhar No. may be mandatory field in the online admission form effective from July 2023 session.
5. On receipt of ABC ID from UGC, individual students (2022-23 session) may be intimated through SMS by the university.

Placed before Hon'ble Vice-Chancellor for kind approval/ direction.

*Anilash*  
9/1/2023  
Director, CIQA

*vc/sis*  
*By: [Signature]*  
*APD for action*  
*re*  
*9/1*

*cc: Prof. Ghosh*  
*Copy to: ITO*  
*- for na please*  
*Anilash*  
*10/1/2023*

ABC ID

18/1/2023

Serial	Name of Programme		Mode of Education (ODL)	Total no. of Students enrolled in academic year 2022-23(July Session)	No. of student(s) whose Academic Bank of Credit (ABC) IDs have
1	BA	Bengali	ODL	13116	10630
2	BA	Economics	ODL	190	162
3	BA	Education	ODL	2129	1747
4	BA	English	ODL	4945	4312
5	BA	History	ODL	8999	7538
6	BA	Administration	ODL	343	305
7	BA	Political Science	ODL	2039	1711
8	BA	Sociology	ODL	1497	1273
9	BCOM	Commerce	ODL	1432	1270
10	BSC	Botany	ODL	208	189
11	BSC	Chemistry	ODL	276	251
12	BSC	Geography	ODL	491	410
13	BSC	Mathematics	ODL	474	429
14	BSC	Physics	ODL	214	195
15	BSC	Zoology	ODL	1447	1306
16	B.Ed.	Special Education	ODL	214	158

31,886

**NETAJI SUBHAS OPEN UNIVERSITY****EXAMINATION DEPARTMENT**

134/1, Meghnad Saha Sarani Kolkata-700029

☎: 2463-0292; Fax: 2463-0293

Memo No.: COE/58/23

Date: 02/03/2023

**NOTE SHEET**

After Pandemic situation, we are going to conduct UG (CBCS) Term-End Examination December-2022 (SEM-I & SEM-III) and June 2023 (SEM-II & SEM-IV) in pen-paper mode. For preparation of question paper, all the directors have been asked to send the Marks distribution of courses of different programme and it is also received with note of thanks. Now, the documents regarding Marks distribution (in a format) are placed before CIQA Committee.

This is for kind information and necessary instructions.

**Controller of Examinations**

The Director,  
CIQA - Member  
Secretary



# NETAJI SUBHAS OPEN UNIVERSITY

## EXAMINATION DEPARTMENT

134/1, Meghnad Saha Sarani Kolkata-700029

☎: 2463-0292; Fax: 2463-0293

### Guideline for preparation of Term-End (Theory) Question Paper

#### Undergraduate Degree Programme (under CBCS)

#### School of Science

Full Marks:50

SL. NO.	Programme	Distribution of Marks for paper setters	Answers to be given by the Examinee	Word limit for answer not exceeding
1.	HMT	3 Marks X 8	3 Marks X 4	
		6 Marks X 6	6 Marks X 3	
		10 Marks X 4	10 Marks X 2	
2.	HPH	3 Marks X 8	3 Marks X 4	
		6 Marks X 6	6 Marks X 3	
		10 Marks X 4	10 Marks X 2	
3.	HCH	3 Marks X 8	3 Marks X 4	
		6 Marks X 6	6 Marks X 3	
		10 Marks X 4	10 Marks X 2	
4.	HZO	3 Marks X 8	3 Marks X 4	
		6 Marks X 6	6 Marks X 3	
		10 Marks X 4	10 Marks X 2	
5.	HGR	3 Marks X 8	3 Marks X 4	
		6 Marks X 6	6 Marks X 3	
		10 Marks X 4	10 Marks X 2	
6.	AECC-2 (ENVS)	3 Marks X 8	3 Marks X 4	
		6 Marks X 6	6 Marks X 3	
		10 Marks X 4	10 Marks X 2	

*02/03/23*  
**(Rokeya Ray)**  
**Controller of Examinations**





# NETAJI SUBHAS OPEN UNIVERSITY

## EXAMINATION DEPARTMENT

134/1, Meghnad Saha Sarani Kolkata-700029

☎: 2463-0292; Fax: 2463-0293

### Guideline for preparation of Term-End (Theory) Question Paper

#### Undergraduate Degree Programme (under CBCS)

#### School of Social Sciences

Full Marks:50

SL. NO.	Programme	Distribution of Marks for paper setters	Answers to be given by the Examinee	Word limit for answer not exceeding
1.	HHI	Group A: 10 Marks X 4 Group B: 6 Marks X 10	Group A: 10 Marks X 2 Group B: 6 Marks X 5	
2.	HPS	Short Question: 6 Marks X10 Essay type Question: 10 Marks X 4	Short Question: 6 Marks X 5 Essay type Question: 10 Marks X 2	120 250
3.	HSO	Short Question: 6 Marks X10 Essay type Question: 10 Marks X 4	Short Question: 6 Marks X 5 Essay type Question: 10 Marks X 2	200 400
4.	HPA	Group A: 10 Marks X 4 Group B: 6 Marks X 10	Group A: 10 Marks X 2 Group B: 6 Marks X 5	

*Rokeya Ray*  
02/03/23

(Rokeya Ray)  
Controller of Examinations



# NETAJI SUBHAS OPEN UNIVERSITY

## EXAMINATION DEPARTMENT

134/1, Meghnad Saha Sarani Kolkata-700029

☎: 2463-0292; Fax: 2463-0293

### Guideline for preparation of Term-End (Theory) Question Paper

#### Undergraduate Degree Programme (under CBCS)

#### School of Professional studies

Full Marks:50

SL. NO.	Programme	Distribution of Marks for paper setters	Answers to be given by the Examinee	Word limit for answer not exceeding
1.	HCO	Group A: 10 Marks X 3 Part question may also be given viz. (6+4), (7+3)	10 Marks X 2	
		Group B: 5 Marks X 9	5 Marks X 6	
2.	HEC	Group A: 10 Marks X 3 Part question may also be given viz. (6+4), (7+3)	10 Marks X 2	
		Group B: 5 Marks X 9	5 Marks X 6	

*SR*  
*02/3/23*

(Rokeya Ray)  
Controller of Examinations



# NETAJI SUBHAS OPEN UNIVERSITY

## EXAMINATION DEPARTMENT

134/1, Meghnad Saha Sarani Kolkata-700029

☎: 2463-0292; Fax: 2463-0293

### Guideline for preparation of Term-End (Theory) Question Paper

#### Undergraduate Degree Programme (under CBCS)

#### School of Humanities

**Full Marks:50**

SL. NO.	Programme	Distribution of Marks for paper setters	Answers to be given by the Examinee	Word limit for answer not exceeding
1.	HBG	10 Marks X 4	10 Marks X 2	
		5 Marks X 8	5 Marks X 4	
		2 Marks X 10	2 Marks X 5	
2.	HEG	10 Marks X 4	10 Marks X 2	
		5 Marks X 8	5 Marks X 4	
		2 Marks X 10	2 Marks X 5	
<b>Part marking may be applicable for questions as required.</b>				
<b>AECC-01 (AEBG-11 &amp; AEEG-12)</b>				
3.	AEBG-11	Section A: Textual Questions 2 Marks X 10 1 Mark X 5 (MCQ)	2 Marks X 5 = 10 1 Mark X 5 = 5	
		Section B: Unseen Comprehension Passage 2 Marks X 2 Comprehension Questions 1 Mark X 5 Word Meanings 2 Marks X 3 Making Sentences	2 Marks X 2 = 4 1 Mark X 5 = 5 2 Marks X 3 = 6	
		Section C: Writing Skills Short Essay: 10 Marks X 3	10 Marks X 1 = 10	
		Section D : Grammar	2 Marks X 5 = 10	

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# NETAJI SUBHAS OPEN UNIVERSITY

## EXAMINATION DEPARTMENT

134/1, Meghnad Saha Sarani Kolkata-700029

☎: 2463-0292; Fax: 2463-0293

4.	AEBG-12	<b>Section A: Textual Questions</b> 2 Marks X 10 1 Mark X 5 (MCQ)	2 Marks X 5 = 10 1 Mark X 5 = 5	
		<b>Section B: Unseen Comprehension</b> Passage 2 Marks X 2 Comprehension Questions 1 Mark X 5 Word Meanings 2 Marks X 3 Making Sentences	2 Marks X 2 = 4 1 Mark X 5 = 5 2 Marks X 3 = 6	
		<b>Section C: Writing Skills</b> Short Essay: 10 Marks X 3	10 Marks X 1 = 10	
		<b>Section D : Grammar</b>	2 Marks X 5 = 10	

*SR* 02/03/23

(Rokeya Ray)  
Controller of Examinations



# NETAJI SUBHAS OPEN UNIVERSITY

## EXAMINATION DEPARTMENT

134/1, Meghnad Saha Sarani Kolkata-700029

☎: 2463-0292; Fax: 2463-0293

### Guideline for preparation of Term-End (Theory) Question Paper

#### Undergraduate Degree Programme (under CBCS)

#### School of Education

**Full Marks:50**

SL. NO.	Programme	Distribution of Marks for paper setters	Answers to be given by the Examinee	Word limit for answer not exceeding
1.	HED	10 Marks X 4 (Each question should have two parts)	10 Marks X 2	
		6 Marks X 6	6 Marks X 3	
		3 Marks X 8	3 Marks X 4	

*RS*  
02/03/22

(Rokeya Ray)  
Controller of Examinations





# Innovation and Incubation Centre

[Under the aegis of the School of Professional Studies]

## GENERAL GUIDELINES

2023

As approved by Hon'ble Vice-Chancellor for setting up the Innovation and Incubation Centre (IIC), the 'General Guidelines' have been prepared delineating its operational aspects.

Hon'ble Vice-Chancellor may kindly approve the composition of the IIC Committee (Pt.3) and operator of the Bank A/c (Pt.6).

The document may also be vetted by the legal advisor of the University.

Ve sir

Ashish  
10/2/2023

①  
Prof. Ashish  
APP  
10/2/23

②  
Ravi  
Legal advisor  
be complete  
10/2/23

# Netaji Subhas Open University

DD-26, Sector-I, Salt Lake, Kokata-700064

(www.wbnsou.ac.in)

197/0251  
10.2.23



## **Innovation and Incubation Centre**

### **Introduction:**

The innovation & Incubation Centre (IIC) is a platform focused on fostering & promoting the entrepreneurial skills of start-up enthusiasts by providing a healthy ecosystem. It is a space for new-age entrepreneurs and young minds to transform their innovative ideas into viable business propositions and to facilitate a platform for a budding entrepreneur to start a business venture with minimum risks. Incubators act as an integral part of the start-up ecosystem as they provide hand-holding support at the early stage of any business start-up. They may act as a catalyst for both regional as well as national economic development.

The following guidelines relating to the creation of a Centre under the aegis of the School of Professional Studies of Netaji Subhas Open University (NSOU) have been framed.

### **General Clauses :**

1. The Centre will have the nomenclature of "***Innovation and Incubation Centre***". The Centre will function under the aegis of the School of Professional Studies, as per stipulations laid down by the competent authority of NSOU from time to time. The Centre will operate on self-financing mode.

### **2. Mission of the Centre (IIC):**

The Mission of the Centre is to work with learners of varied ages who would like to continue their education by taking up entrepreneurship development and training programmes. The basic objectives of these programmes are to focus on entrepreneurship and individual development.

The Innovation and Incubation Centre is expected to support budding entrepreneurs in developing their businesses, and business models especially in the initial stages. The centre may help the community grow with innovative ideas through training programs, mentor meets, seminars, workshops, skill development, interaction with industry experts, job fairs, product showcases, etc. In addition to that the ICC will have the facility to provide training in other domains/disciplines for the already trained persons engaged in various activities for advancement of knowledge and further mobility in the workplace.

All such programmes will be delivered either through i) ICT based on-line mode, or ii) Contact mode or iii) Blending/ Hybrid mode i.e. combination of both (i) & (ii).

All the collaborative programmes carry a joint certification of the implementing partner along with the Innovation and Incubation Centre (IIC), NSOU.

### **3. The formation of the Centre (IIC) shall be as follows:**

(a) Vice-Chancellor, NSOU - Chairperson of the Centre. .

(b) Director, School of Professional Studies - Ex-Officio Coordinator of the Centre. .

(c) Registrar, NSOU (Member) .

(d) Finance Officer, NSOU (Member) .

(e) Vice-Chancellor shall nominate four (4) members in the following manner (for a period of three years from the date of the nomination):

i. One Assistant Coordinator from amongst the substantive faculty members of School of Professional Studies, NSOU (Member)

ii. One General Members from among the substantive faculty members of School (Member)

iii. One Treasurer from among the Commerce faculty of the School (Member)

iv. One External Expert in the field of entrepreneurship and training etc.(Member)



#### 4. Convening the meetings of the Centre (IIC):

The Centre will hold its General Meeting from time to time, preferably twice a year. The meeting will be convened by the Coordinator of the Centre. A summary statement of the activities of the Centre shall be reported to the next Academic Council meeting.  $\frac{3}{4}$  members will constitute the quorum of the meeting.

#### 5. The objectives of the Centre (IIC) :

- i) To offer various self-financed short-term training programmes preferably not exceeding the duration of 12 months. Such programmes may be designed in consultation with Experts Committees/ Training Advisory Committee duly constituted by the Centre and shall not involve the Examination department of NSOU.
- ii) To organize need based Training/Orientation/Refresher Programmes etc. for the trainers/ students.
- iii) To assist the potential students in creating a sustainable, scalable & profitable business model.
- iv) To create awareness among students and other sections of society regarding various aspects of entrepreneurship like new business prospects, government schemes for entrepreneurs, essentials for framing business plans and developing start-ups, etc.
- v) To guide in preparing project reports/ grant applications/reports etc.
- vi) To Create a strong network of mentors who would provide sector-specific knowledge & real-world practical guidance.
- vii) To provide training and mentorship to entrepreneurs.
- viii) To forge partnerships and networks with academia, industry, funding sources, and others for the start-ups to leverage.
- ix) Collaboration between the corporate sector and research institutions /academic institutions with aligned areas of focus.
- x) Collaboration between business chambers like BNCCI, BCCI, CII, etc.
- xi) To act as a focal point for external links and networks with local, regional, national and international organisations with an interest in lifelong learning and for engagement with local communities.
- xii) To promote collaborative partnerships with private enterprises (PPP model) for
  - a) conducting the short-term training programme
  - b) organizing/ attending Seminar/Conference/deliberations/proceedings
  - c) Research oriented work in the development of trade and commerce
  - d) Publication of Journals/Periodicals/Bulletins print or in ICT-enabled electronic media etc.

#### 6. Financial Operation of the Centre (IIC)

- i) The Centre shall function on a self-sustaining basis.
- ii) The Centre shall have a separate Savings Bank account with Indian Bank, SaltLake City Branch and said account shall be operated by the Director of the School i.e., Coordinator and the Finance Officer/ Registrar as the joint signatories.
- iii) The financial procedures relating to Accounting & Budgetary issues of the Centre shall be guided, in principle, by Finance Rules of NSOU that may be in vogue from time to time.
- iv) The account statements of the Centre shall be audited by duly qualified (FCA)



- auditor/audit firm.
- v) Donation: The Centre may raise donation from various trusts/societies/institutions/individuals interested in charity to academic or cultural fields of study without violating its broad objectives.

#### **7. Website of the Centre**

The Centre will launch and operate its own website (which may be linked to the NSOU web portal) to disseminate information about its activities and programmes.

#### **8. Hiring of specialized services**

The Centre may, as and when needed, engage the services of specialized professionals in its various collaborative activities purely on term basis subject to the terms and conditions laid down by the Centre from time to time. The decision of the Centre in such engagement will be final.

#### **9. IIC-Private Enterprise Publication Related Linkage**

The Centre, shall, as and when required, enter into Memorandum of Understanding (MoU) relating to collaborative activities/ training programme, research and publications with registered societies/ private enterprises/ institutions. All such MOU's will be worked out on case to case basis.

- i) The Coordinator of the Centre shall be the signatory to such contracts/ agreement.
- ii) The Centre shall promote publications in areas like curriculum-based course materials/reference books/ discipline or interdisciplinary edited volume/ contemporary issues/ allied subjects etc.
- iii) Terms and conditions of the copyright agreement for each publication shall be determined on the basis of mutual arrangements to be signed between the Centre and the private enterprise concerned.

#### **10. IIC- Govt./ Quasi-Govt./ Autonomous Institution Linkage**

- (a) The Centre shall, as and when required, forge strategic partnerships with Institutes of higher learning of International/ National and State levels in activities relating to the conduct of seminars/workshops/training programmes etc. as may be felt necessary for purposes of research and academic communications. For all such partnerships, the Coordinator of the Centre shall be the signatory to all forms of agreements, with the approval of the component authority of NSOU.
- (b) The Centre shall, in the organization of workshops/Seminar/Symposia/Conference, in various disciplines, education and training, be empowered to apply for Grant- in-Aid (GIA) to different Govt./quasi-Govt./ autonomous institutions/other funding agencies.

#### **11. Signing of MoU**

For all the agreements/MoU as has been described above shall be routed through the Chairperson of the Centre.

12. If, by reason of any provision of the aforesaid clauses, any difficulty arises in giving effect to these provisions, of legal or other nature, the Chairperson of the Centre shall refer such



difficulty to the Competent Authority of the NSOU which may make such order or do such thing, not inconsistent with the provisions of these Clauses, as appears to it to be necessary or expedient for removing the difficulty. In all such cases the decision of the Centre shall be final.

Susanta Kumar Gangopadhyay M- 8697042067

Advocate, High Court.

M- 6289156887

e mail: susanta123gang  
gmail.com

Bar Association Room No. 17

Residence and Chamber:

57/1Q, N.S.C. Bose Road,

Kolkata- 700040

Received  
on 23/2/23

Ref: NSOU/Opinion/1 /23

23.02.2023

The Registrar,

Netaji Subhas Open University.

Regarding the "Innovation and Incubation Centre"  
( Under the aegis of the school of Professional Studies)

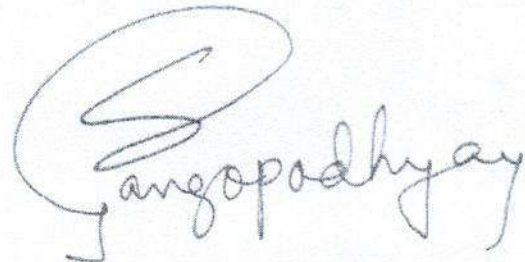
**Netaji Subhas Open University**

I have gone through the general guidelines relating to the "Innovation and Incubation Centre" as received from you.

I have gone through the 'Guidelines' which is the founding stone at the preliminary stage and found them in order with the following observations.

It is necessary to insert a clause that the 'Centre' would operate within the UGC/State Guidelines revised/modified from time to time.

That the centre would operate within the legal parameters as applicable.







## School of Professional Studies

### Netaji Subhas Open University

(Established by WB Act (XIX) of 1997, Recognized by UGC)

Accredited by NAAC with Grade A

#### NOTE

#### (One-Faculty-One Course)

As resolved in the School meeting held on 24<sup>th</sup> January 2023, the following faculties have submitted their proposal to conduct the short-term courses at the respective Regional Centre.

Sl. No.	Name of the Course	Course Coordinator	Duration	Location-RC
1	Diploma in Personal Income Tax: Planning & Filling	Dr. Sudarshan Roy Assistant Professor of Commerce	6-months	Durgapur
2	Certificate in Resource Access Management (CRAM)	Dr. Anamika Das Assistant Professor of DLIS	6-months	Kalyani
3	Advanced Diploma in Statistics and Applied Econometrics	Mrs. Priyanthi Bagchi Assistant Professor of Economics	12-month	Durgapur
4	Advanced Diploma in Banking and Finance (ADBF)	Mrs. Priyanthi Bagchi Assistant Professor of Economics	6-months	Durgapur
5	Advanced Diploma in Child-Adolescent Guidance and Counselling (ADCAGC)	Monojit Garai Assistant Professor of Social Work	12-month	Jalpaiguri

The above courses may be offered/conducted through the *Innovation and Incubation Centre* (IIC) under the aegis of the School of Professional Studies.

Placed before Hon'ble Vice-Chancellor for kind approval/ direction.

*Ashosh*  
23/2/23  
Director (i/c), SPS

Encl.: Proposal submitted by the faculties.

*VC sir*  
*APP without financial commitment*

*24/02/23*

*copy to all faculties for no please*  
*Ashosh*  
*24/2/23*

*VC/16/1131*  
*24.02.2023*





**School of Professional Studies**  
**Netaji Subhas Open University**

(Established by WB Act (XIX) of 1997, Recognized by UGC)  
 DD-26, Sector-I, Salt lake, Kolkata-700064

**Minutes of the meeting of the School held on 24<sup>th</sup> January 2023 at 2pm  
 in the Board Room of the University**

**Members present:**

Professor Anirban Ghosh, Director (i/c), School of Professional Studies & Head, Dept. of Commerce  
 Professor Arun Kr.Chakraborty, Head of Dept. of LIS  
 Dr. Anamika Das, Asst. Professor, LIS  
 Dr. Barnali Roy Choudhury, Asst. Professor, LIS  
 Smt. Kasturi Sinha Ghosh, Asst. Professor, Social Work  
 Dr. Sudarshan Roy, Asst. Professor, Commerce  
 Smt. Priyanthi Bagchi, Asst. Professor, Economics  
 Shri Monojit Garai, Asst. Professor, Social Work

The members present in the meeting congratulated Dr. Anamika Das and Dr. Sudrashan Roy for being awarded the Ph.D. degree and wished them for their future journey in the academic arena.

As advised by Hon'ble Vice-Chancellor, the meeting with the faculties was convened to discuss various academic issues of the School. The following issues were emerged during the deliberations.

1. **Preparation of Programme Project Report (PPR):** All the faculties were briefed about the content of the PPR which is required to be filled up by faculties as indicated below:  
 MSW- Smt. K.S.Ghosh & M.Garai; HEC & PGEC-Smt. P. Bagchi; HCO & M.Com- Dr. S.Roy; BLIS-Dr. B.R. Choudhury and MLIS-Dr. A.Das. Dr. A.K.Chakraborti may forward the PPR of BLIS & MLIS to the Director (i/c), SPS for onward transmission. They may follow the Annexure V of the UGC Regulations 2020 in preparing the PPR.
2. **Research Week:** As directed by Hon'ble Vice-Chancellor, the university has already introduced "Research Week" to give a platform to the young faculties and researchers for presenting their research activities. The School will also organize "Research week" in which each day may be dedicated to a specific discipline like Commerce/management, Social work, Library and information science and Economics. The F2F Research Week of the School may be held in the month of September/ October 2023.
3. **Proposal of Memorial Lecture:** The University has several Memorial Lectures which have been assigned to different Schools of Studies. The School of Professional Studies proposes to organize the Vidyasagar Memorial Lecture of the university from the current year. The necessary fund may be provided by the University for organizing this lecture like other Memorial Lectures of NSOU.
4. **Constitution of different committees under the School:** It was reported that Hon'ble Vice-Chancellor has approved the School Council for the School of Professionals Studies. It was resolved that all other Committees (BoS, DRC, Ph.D.-RAC etc.) under the School may be reconstituted at the earliest. Heads/ Faculties may take appropriate steps for this purpose.

wanchandra

24/1/23  
 30.01.23

See all PPR. No 3  
 ke  
 30/1

circulated  
 Acharya  
 31/1/23

1/2





**NETAJI SUBHAS OPEN UNIVERSITY**  
ESTABLISHED BY W.B. ACT (XIX) OF 1997, RECOGNIZED BY U.G.C.  
Accredited by NAAC with grade 'A'  
DD - 26, SECTOR -I, SALT LAKE CITY, KOLKATA - 700 064  
Pho: (033) 4066-3220, Website: [www.wbnsou.ac.in](http://www.wbnsou.ac.in)

Memo No. Reg/0240

Date: 24.02.2023

To  
The Registrar  
Krishna Kanta Handiqui State Open University  
Patgaon, Rani, Guwahati – 22

**Sub.:** Your letter to the Hon'ble Vice Chancellor vide KKHSOU/Other Univ./19/2010/126/2043 dated 14.02.2023

Dear Sir,

I am in receipt of your letter addressed to the Hon'ble Vice Chancellor requesting the permission to adopt the MA & BA in Bengali programme of our University.

Accordingly, I am directed to inform you that as per the MoU dated 25.11.2021 executed between NSOU and KKHSOU, we can discuss the above issue further and decide about the necessary formalities and other modalities of adoption.

For this, we can sit in a meeting, if it felt necessary.

Regards and best wishes.

Thanking you.

Yours sincerely,

Registrar (Actg.)

Memo No. Reg/0240 (6)

Date: 24.02.2023

**Copy forwarded for information to:**

1. Director, CIQA
2. Director, School of Humanities
3. E.S to V.C for information of V.C.

Registrar (Actg.)

Registrar (Acting)  
Netaji Subhas Open University



**NETAJI SUBHAS OPEN UNIVERSITY**  
**School of Social Sciences,**  
**DD – 26, SECTOR – I, SALT LAKE CITY, KOLKATA – 700 064**  
**Phone: (033) 4066-3220, Website : www.wbnsou.ac.in**

**Report of the Status of the Publication of SLM (CBCS)**

**Subject: UG History**

Course	SLM Published	Language	Translation Status
CC-HI-05	Published	English	Allotted to Translator
CC-HI-06	Published	English	Allotted to Translator
CC-HI-07	Published	English	Allotted to Translator
CC-HI-08	Dummy Copy Received from the Press	English	Allotted to Translator
CC-HI-09	Published	Bengali	
CC-HI-10	Final Proof in Press for Correction	Bengali	
GE-HI-11	Final Proof in Press for Correction (English version is already available)	Bengali	
GE-HI-21	Final Proof in Press for Correction (English version is already available)	Bengali	
GE-HI-31	Published	English	Allotted to Translator
GE-HI-41	Published	Bengali	
GE-HI-42	Published	Bengali	

**Status of SLMs of HSO for 2<sup>nd</sup> year (3<sup>rd</sup> and 4<sup>th</sup> semesters)**

Name of the Book	Whether published	Likely date of publication	Translation
CC-SO-01	Yes	Published	Dummy stage
CC-SO-02	yes	Published	Published
CC-SO-03	Yes	Published	50% work done
CC-SO-04	Yes	Published	50% work done
CC-SO-07	yes	Published	70% work done
CC-SO-05	Yes	Published	In process
CC-SO-06	Yes	Published	In Process
CC-SO-08	Yes	Published	In Process
CC-SO-09	Yes	Published	In Process
CC-SO-10	Yes	Published	In Process
GE-SO-31	Yes	Published	In Process
GE-SO-41	No	15.03.23	In Process
GE-SO-42	Yes	Published	In Process

Srabanti Choudhuri





# THE GEORGE TELEGRAPH TRAINING INSTITUTE

## Administrative Office of Training Centres :

31A, S. P. Mukherjee Road, Kolkata - 700 025, (Flat No. 402) Phone (033) 2485-1786  
 Telefax : 91-33-2475 9696, E-mail : admin@georgetelegraph.org, Website : www.georgetelegraph.org  
 GT/AO/NSOU/2023 (SPM)/

Date: 23/01/23023

AS  
24/2/23

The Director (i/c).  
 School of Vocational Studies,  
 Netaji Subhas Open University Kolkata-700064  
 DD-26, Sector 1,  
 Salt Lake City,  
 Kolkata -700064

Respected Sir,

Greetings...!

The George Telegraph Training Institute has entered into a MoU agreement with NSOU-CLL on 11th day of April 2017 and then renewed on 12/04/2021 for the short term training courses for which affiliation has been given.

We request you to incorporate our new course along with course details and fees (as per Annexure - I attached herewith) with our existing courses, already affiliated under NSOU-CLL.

Your kind cooperation shall be appreciated.

*Gora Dutta*

Gora Dutta  
 Trustee-Principal

Placed before Hon'ble Vice-Chancellor  
 for kind approval for course to be offered by  
 CLL.

vc sui  
 Prof. K. K. Das  
 AD for NA  
 as per rules  
 23/01/23

*Ashish*  
 23/2/23

vc/16/1144  
 29.2.23

**Annexure - I**  
**SYLLABUS FOR**  
**IT Wizard (3 MONTHS)**

**OBJECTIVE:**

The course is designed to aim at imparting a basic level appreciation programme for the common man. After completing the course the incumbent is able to use the computer for basic purposes of preparing his personnel/business letters, viewing information on Internet (the web), and sending mails. This allows a common man or housewife to be also a part of computer users list by making them digitally literate. This would also aid the PC penetration program. This helps the small business communities, housewives to maintain their small account using the computers and enjoy in the world of Information Technology.

**COURSE DURATION, ELIGIBILITY & FEE Structure:**

72 Hours. (Theory: 20 hrs. + Practical: 42 hrs. + Tutorial: 10 hrs.)

Eligibility Criteria: passed class X board exam

Total Course fee Amount: Rs 1499/- (Rupees one thousand four hundred ninety nine only)

**ALLOCATION OF TOTAL HOURS FOR EACH CHAPTER:**

Sl.No.	Chapter	Theory Hours	Tutorial Hours	Practical Hours
1.	Knowing computer	2	2	2
2.	Operating Computer using GUI Based Operating System	3	0	6
3.	Basic Hardware Troubleshooting	2	0	10
4.	Understanding Word Processing- Reporting, Documentation	3	4	8
5.	Using Spread Sheet- Reporting and Analysis with data	2	2	6
6.	Making small presentation	2	2	4
7.	Introduction to Internet, WWW and web browsers	4	0	2
8.	Communications and Collaboration	2	0	4
	<b>Total Hours</b>	<b>20</b>	<b>10</b>	<b>42</b>

**SYLLABUS OUTLINE:**

1. **Knowing computer:** What is Computer, Basic Applications of Computer; Components of Computer System, Central Processing Unit (CPU), VDU, Keyboard and Mouse, Other input/output Devices, Computer Memory, Concepts of Hardware and Software; Concept of Computing, Data and Information; Applications of IECT; Connecting keyboard, mouse, monitor and printer to CPU and checking power supply.

2. **Operating Computer using GUI Based Operating System:** What is an Operating System; Basics of Popular Operating Systems; The User Interface, Using Mouse; Using right Button of the Mouse and Moving Icons on the screen, Use of Common Icons, Status Bar, Using Menu and Menu-selection, Running an Application, Viewing of File, Folders and Directories, Creating and Renaming of files and folders, Opening and closing of different Windows; Using help; Creating Short cuts, Basics of O.S Setup; Common utilities.







# George Telegraph Institute of Accounts

## ANNEXURE - I

### George Telegraph Institute of Accounts (GTIA)

SL.NO	COURSE NAME	DURATION	ELIGIBILITY	FEEES	CENTRE LIST
1	Advance Diploma in Professional Business Accountant	18	12	69500	KASBA, SEALDAH
2	Diploma in Executive Business Accountant	12	12	49500	KASBA, SEALDAH
3	Certificate in Business Accountant	6	12	34500	KASBA, SEALDAH
4	Certificate Course in Goods and Services Tax	3	12	6200	KASBA, SEALDAH
5	Certificate Course In Tally Prime	3	12	8200	KASBA, SEALDAH
6	Certificate Course in Microsoft Office including advance excel	2	10	5400	KASBA, SEALDAH





**GIID**

# George Institute of Interior Design

*(An initiative of The George Telegraph Group)*

## ANNEXURE - I

### George Institute of Interior Design(GIID)

SL NO	COURSE NAME	DURATION	ELIGIBILITY	FEES	CENTRE LIST
1	Certificate course in expert professional interior design	4 months	plus 12	Rs.29,500/	Parkstreet
2	Diploma in professional Interior Design	1 year	Do	Rs.1,19,000/	Do
3	Advance Diploma in professional interior design	2 years	Do	Rs.2, 08,000/	Do



#### Park Street Centre

"Asim Shova", 22A, Loudon Street, (3rd Floor), Kolkata- 700016

#### Corporate Office

31A, S.P. Mukherjee, Kolkata - 700 025

+91 90736 10877 | info@giid.in | giid.enquiry@gmail.com | www.giid.in





**School of Vocational Studies**  
**Netaji Subhas Open University**  
 (Established by WB Act (XIX) of 1997, Recognized by UGC)

**Proposal of ICT for Educators (MOOC)**

The Centre for Lifelong Learning (CLL) under the aegis of the School of Vocational Studies proposes to introduce Massive Open Online Course (MOOC) in "ICT for Educators" through LMS. The e-text/ reading materials jointly developed by CEMCA and KKHSOU as OER may be used for this proposed MOOC with the same CC license. The Audio-Video Lecture (AVL) may be developed by us in the regional language.

**Rationale of the Course:** ICT in education improves engagement and knowledge retention. When ICT is integrated into lessons, students become more engaged in their work. This is because technology provides different opportunities to make it more fun and enjoyable in terms of teaching the same things in different ways. ICT can be a blurry context, if not approached with proper guidance and practical training. Taking part in this ICT course tailored for teachers and other educational staff, one will gain concrete ways to integrate ICT and empower others and support education in a school environment. The general aim of this course is to foster excellence in education by improving ICT skills and empowering the teachers, headmasters and school staff to use & integrate ICT in school education.

**Course Objectives:** This course has a flexible approach-

- ✦ To provide foundational knowledge on introduction to Computer, Windows OS & MS-Office Software
- ✦ To familiarize with the Fundamentals of Internet & ICT
- ✦ To up-skill ICT for Communication, Collaboration and Support
- ✦ To introduce the concept of OER & foster ethical use of ICT in Teaching & Learning

**Participants:** School Teachers, Head Masters & Trainers

**Duration:** 6 weeks

**Delivery mode:** Massive Open Online Course (MOOC) through NSOU LMS

**Course fees:** Rs.1000/- (Rs.500/- payable at the time of admission and Rs.500/- before assessment)

**Certification:** After successful completion, the participants will get the completion certificate.

**Course Instructor:** Dr. Papiya Upadhyay, Asst. Professor, Education  
 Shri Hillol Ghosh, ITO, NSOU & Shri Jayabrata Goswami, System Analyst

**Course Coordinator:** Professor Anirban Ghosh, Director (i/c), School of Vocational Studies

Placed before Hon'ble Vice-Chancellor for kind approval.

VC sir

VC/16/777  
10.1.23

Prof. Ghosh  
Dijun  
14/1

Prof. Ghosh  
Anirban  
14/1

Director (i/c), SVS  
10/1/2023





**School of Vocational Studies**  
**Netaji Subhas Open University**  
(Established by WB Act (XIX) of 1997, Recognized by UGC)

**Proposal for Diploma in Machine Learning and Data Science**

Demand for trained data analysts has witnessed a massive growth in recent years. Data analysis is not only essential but indispensable for meeting the challenges of making most efficient strategic as well as tactical decisions. The objective of this proposed programme is to introduce participants to the different tools and techniques used for handling, managing, analyzing and interpreting data. The programme is suited for the students as well as working professionals who would like to have a hands-on feel on working with data and making sense of it. Main focus of the programme is on data management and analysis with the introduction to various open-source software.

**Objective:** To enhance the scope of employability of graduates and supply skilled man power for the IT industry.

**Venue:** Regional Centre, Jalpaiguri (on-campus)

**Course fees:** Rs.20,000/- (payable in two equal instalments) plus Other fees: Rs.500/- (payable at the time of admission.)

**Examination fees:** Rs.200/- per paper (payable before examination)

**Resource Persons:** Experienced faculty members from the Department of Computer Science & Engineering.

**Course Coordinator:** Shri Santanu Dam, Dy. Director, Jalpaiguri RC.

**Course Structure:**

Paper I: Fundamentals of Computer Programming

Paper II: Introduction to Data Mining Techniques

Paper III: Introduction to Data Science

Paper IV: Python Programming

Paper V: Machine Learning and Applications

Paper VI: Project on Emerging Areas of Machine Learning and Data Science

**Full marks:** 600 (48 credit)

**Contact hours including practical:** 24hrs per paper (classes will be held on Sunday only)

**Duration:** 1 Year

**Eligibility:** UG Students (Science and Engineering)

**Examination:** Yearly (mid-term & TEE)

Course and examination may be conducted through the School of Vocational Studies (SVS)

*If approved, the programme may be launched in Jan'2023 session.*  
Placed before Hon'ble Vice-Chancellor for kind approval/ direction.

*VC sir*

*VC/16/796  
11.01.2023*

*APP to NAMS  
11/1*

*Ashish  
11/01/2023*

*1/2*