



DISTANCE EDUCATION BUREAU

A Bureau of University Grants Commission (UGC)

ज्ञान विज्ञान विमुक्तये

APPLICATION FOR RECOGNITION OF HEI / PROGRAMMES UNDER OPEN AND DISTANCE LEARNING MODE UGC (ODL) Third Amendment Regulations, 2018 Academic session 2018-19

Part A

Higher Educational Institutions Details

Registration ID :	DEB/WES/504/2018-2019/388
Name of the Higher Educational institution :	ALIAH UNIVERSITY
Address :	ALIAH UNIVERSITY, IIA/27, NEW TOWN,
Tel :	03323416404
Email :	NURSADH@YAHOO.CO.IN
State :	WEST BENGAL
Fax :	03329860252
Official Website of HEI :	WWW.ALIAH.AC.IN
Name of the Vice Chancellor :	MAHAMMAD ALI
Name of the Pro Vice Chancellor/Rector(if any):	NA
Name of the Registrar	DR NURSADH ALI
Name of the Department/School/Centre of Distance Education :	ALIAH UNIVERSITY DIRECTORATE OF DISTANCE EDUCATION
Address of the Department/School/Centre of Distance Education:	IIA/27, NEW TOWN, KOLKATA-700160
Tel of the Department/School/Centre of Distance Education:	03323416404
Email of the Department/School/Centre of Distance Education:	NURSADH@YAHOO.CO.IN
Fax of the Department/School/Centre of Distance Education:	03329860252
Official website for distance education, if any :	NA

Name of Director/Head of Department/Head of School/Centre of Distance Education :	MIR REJAUL KARIM
Designation :	PROFESSOR
Mobile No. :	9432880242
Type of HEI :	STATE
Year of establishment of HEI :	Year : 2008 Month: 4
Recognition status of the HEI as per UGC Act, 1956:	SECTION 2(F)
Is HEI also recognized under 12 (B):	NO
Whether accredited by NAAC? :	NO
Whether HEI is ready or has already applied for NAAC assessment:	NO
State if NAAC is not applicable at present (For SOUs & existing HEIs recognized for ODL mode by UGC for 2017-18 only):	YES
In case of existing recognized HEI, mention letter No. & date of UGC recognition letter :	NA
Territorial Jurisdiction of HEI as per its Act for offering proposed ODL programmes :	WITHIN THE STATE
Territorial Jurisdiction of HEI for offering proposed ODL programmes as per Annexure IV of UGC (ODL) Regulations, 2017 :	WITHIN THE STATE
Whether Center for Internal Quality Assurance (CIQA) is established or not :	NO

TABLE 1.1

Academic Year Planner [Programmes under yearly system]:

Sr.No.	Name of the Activity	Tentative months schedule (specify months) during Year	
		From(Month)	To(Month)
1.	Admission	MAY	JUN
2.	Distribution of SLM	JUL	AUG
3.	Contact Programmes(counselling, Practicals,etc.)	JUL	APR
4.	Assignment Submission (if any)	DEC	DEC
5.	Evaluation of Assignment	JAN	JAN
6.	Examination	APR	MAY
7.	Declaration of Result	JUN	JUN

Academic Year Planner [Programmes under Semester System]:

Sr.No.	Name of the Activity	July		January	
		From	To	From	To
1.	Admission	MAY	JUN	JAN	JAN
2.	Distribution of SLM	JUL	JUL	JAN	FEB
3.	Contact Programmes(counselling, Practicals,etc.)	JUL	OCT	JAN	APR
4.	Assignment Submission (if any)	SEP	SEP	DEC	DEC
5.	Evaluation of Assignment	OCT	OCT	JAN	JAN
6.	Examination	NOV	DEC	APR	MAY
7.	Declaration of Result	DEC	DEC	JUN	JUN

TABLE 1.3

TOTAL BUILT UP AREA EXCLUSIVELY FOR OPEN AND DISTANCE LEARNING (MINIMUM 15000 SQ):

Built-up Area Type	Minimum Built up area required as per Regulations	Built-Up Area available(Carpet Area Sq. ft)	Difference
Academic	7500	8000	-500
Administrative	1500	1600	-100
Academic support such as Library, Reading Room, Computer Centre, Information and Communication technology labs, Video and Audio Labs etc.	4500	5000	-500
Amenities or other support facilities(Excluding toilets)	1500	1500	0
Total built-up area for ODL activities	15000	16100	-1100

TABLE 1.4

DETAILS OF STUDENTS ENROLLED AND PASSED UNDER ODL MODE :

Academic year	Particular	UG Degree	PG Degree
2017-18	No. of students enrolled	0	0
	No. of students passed	0	0
2016-17	No. of students enrolled	0	0
	No. of students passed	0	0
2015-16	No. of students enrolled	0	0

TABLE 1.5(Proposed Programme details for Distance Education)

SrNo.	Name of Programme proposed to be offered from July, 2018 onward	Whether as per UGC Degree specification 2014(Y/N)	Minimum Duration of programmes (years)	Type of Programme: Professional or General	Whether SLM prepared for complete programme	Whether offered under Regular mode
1	B.A. (HONS)	YES	3	GENERAL	YES	YES
2	M.A.	YES	2	GENERAL	YES	YES

TABLE 1.6(Regional Centre details)

SrNo.	Name & Address of Regional Centre	HEI Association with RC (Owned, maintained etc.)	Name and Contact Details of Coordinator/Counsellor	Qualification of Coordinator/Counsellor at RC	No. of Counsellor at RC	No. of LSC covered under RC
1	NA	NA	NA	NA	0	0

TABLE 1.7(Learner Support Centre (LSC) details)

SrNo.	Name & Address of College/institute (where LSC is established):	Name of HEI to which College/institute is affiliated (where LSC is established)	Whether the College/institute is private or Govt.(where LSC is established)	Name and Contact Details of Coordinator/counsellor	Qualification of Coordinator/Counsellor	No. of Counsellor
1	NA	NA	NA	NA	NA	0

TABLE 1.8(Staff Details)

ACADEMIC STAFF FOR ODL PROGRAMMES:			
Type of Staff	Number of officials on full time and dedicated basis	No. of official exclusively for ODL	No. of temporary staff
Director	1	0	0
Associate Professor	0	0	0
Assistant Professor	2	0	0

TABLE 1.9(Administrative staff)

ADMINISTRATIVE STAFF FOR ODL PROGRAMMES:			
Type of Staff	Number of officials	No. of official exclusively for ODL	No. of temporary staff
Deputy Registrar	0	0	0
Assistant Registrar	0	0	0
Section Officer	1	0	0
Assistants	0	0	0
Computer Operators	0	0	0
Class-IV/Multi Tasking Staff	0	0	1
Technical / Professional	0	0	0
Any other (Please specify) NA	0	0	0

TABLE 1.10(Examination Centre)

A). PROPOSED EXAMINATION CENTRE FOR TERM END EXAMINATION FOR ODL PROGRAMME FOR UPCOMING ACADEMIC YEARS :		
Sr No.	Preparedness Status	YES/NO
(i)	Whether examination centre is within the territorial jurisdiction of the HEI as per Annexure IV of ODL Regulations	YES
(ii)	Whether the examination centre is located as per clause 13 (7) of Part IV of Regulations	YES
(iii)	Provision of CCTV Cameras	YES
(iv)	Provision of Bio-metric attendance	NO
(v)	Provision of Video recording	NO

Activities for Examination

B). ACTIVITIES FOR EXAMINATION :		
Sr No.	Activity	By the HEI/Outsider Agency/ Both
(i)	Paper setting	BOTH
(ii)	Conduct of examination	BY THE HEI

05/10/2018	(iii)	Evaluation of answer sheets	Distance Education Bureau (DEB)
	(iv)	Declaration of results	BOTH
	(v)	If any other , specify NA	BY THE HEI
			NA

Other Information

TABLE 1.11 (COMPUTERIZATION/DIGITIZATION STATUS OF THE FOLLOWING ACTIVITIES):

Sr No.	Activities	Yes or No
(i)	Student registration/Admission	YES
(ii)	Administration	YES
(iii)	Finance	YES
(iv)	Academic activities	YES
(v)	Student Support System	YES
(vi)	Continuous Evaluation	YES
(vii)	Online support	YES

TABLE 1.12 (Details of full time dedicated Help Desk for ODL mode Student)

(i)	Help Desk Address	ALIAH UNIVERSITY, IIA/27, NEW TOWN,
(ii)	Name of Contact Person	MUNSHI SAMSUL ENAUL
(iii)	Designation	ACCOUNTS ASSISTANT
(i)	Phone no.	8759874025
(i)	Email Id	EANULBABU@GMAIL.COM
(i)	Contact hours for Help Desk	10 AM -5 PM

TABLE 1.13 (Status of a Court case(s) pertaining to (if any) filed by the HEI or any Institution or body related to the HEI offering Open and Distance Education wherein UGC has been made a party)

W.P.No	Court/Jurisdiction	Status as on date
0	0	0

Part B

Sr No.	Name of Programme
1	B.A. (HONS)
2	M.A.

NAME OF THE PROGRAMME : B.A. (HONS)

Details of the Programme Proposed to Be Offered Through Open & Distance Learning Mode

Name of the Programme :	B.A. (HONS)
Whether nomenclature of proposed Programme is as per UGC norms :	YES
Whether duration of the proposed Programme is as per UGC norms :	YES
Whether minimum eligibility criteria for admission in the proposed Programme is as per UGC norms. :	YES
Name of the Department :	ISLAMIC THEOLOGY
Whether complete SLM prepared for full Programme :	YES
Whether SLM approved by Statutory bodies of HEI :	YES
Whether Program Project Report (PPR) prepared for the Programme and approved as per clause 11(2)&(3) of Part III of Regulations :	YES
Upload Document :	View Document
Whether approval obtained from concerned Regulatory Authority, such as AICTE, NCTE etc. for offering the proposed Programme through distance mode. If yes, specify authority and give details :	NO
Upload Document :	View Document
No. of permanent faculty available at Headquarters for Regular classes of proposed Programme :	5
No. of permanent faculty available exclusively for proposed Programme through ODL mode(No. of Professor) :	0
No. of permanent faculty available exclusively for proposed Programme through ODL mode(No. of Associate Professor) :	0
No. of permanent faculty available exclusively for proposed Programme through ODL mode(No. of Assistant Professor) :	2

Whether the proposed Programme is offered under Regular mode also. If yes, since when :	YES
since when :	2008
Whether Choice Based Credit System (CBCS) is being followed for regular mode . :	NO
Whether Choice Based Credit System (CBCS) will be followed for distance mode . :	NO
Full Programme(total) fee including all components as per UGC Norms:	12000
Whether personal contact Programme will be mandatory for the proposed programme under ODL mode. If Yes, specify in hours.:	YES
If Yes, specify in hours :	240
Whether any component of the Programme is offered as MOOCs?:	NO
If yes specify semester, name, weightage :	

Details of students under the Proposed Programme

Year	Level	Mode of education	Intake capacity	Students admitted	Students Passed
2017-18	Under Graduate	Regular mode	250	241	0
		ODL mode	0	0	0
	Post Graduate	Regular mode	200	197	0
		ODL mode	0	0	0
2016-17	Under Graduate	Regular mode	168	168	0
		ODL mode	0	0	0
	Post Graduate	Regular mode	220	212	0
		ODL mode	0	0	0
2015-16	Under Graduate	Regular mode	168	167	0
		ODL mode	0	0	0
	Post Graduate	Regular mode	150	147	0
		ODL mode	0	0	0

Mode of evaluation for the proposed programme under distance mode

	Yes or No	Weightage in overall assessment
Assignments	YES	30
Practicals	NO	0
Project	NO	0
Term End Exam	YES	70

Mode of delivery of SLM/SIM (State Yes or No)

Printed material	E-content	Audio/Video	Online Mode
YES	NO	YES	NO

NAME OF THE PROGRAMME : M.A.**Details of the Programme Proposed to Be Offered Through Open & Distance Learning Mode**

Name of the Programme :	M.A.
Whether nomenclature of proposed Programme is as per UGC norms :	YES
Whether duration of the proposed Programme is as per UGC norms :	YES
Whether minimum eligibility criteria for admission in the proposed Programme is as per UGC norms. :	YES
Name of the Department :	ISLAMIC THEOLOGY
Whether complete SLM prepared for full Programme :	YES
Whether SLM approved by Statutory bodies of HEI :	YES
Whether Program Project Report (PPR) prepared for the Programme and approved as per clause 11(2)&(3) of Part III of Regulations :	YES
Upload Document :	View Document
Whether approval obtained from concerned Regulatory Authority, such as AICTE, NCTE etc. for offering the proposed Programme through distance mode. If yes, specify authority and give details :	NO
Upload Document :	View Document
No. of permanent faculty available at Headquarters for Regular classes of proposed Programme :	5
No. of permanent faculty available exclusively for proposed Programme through ODL mode(No. of Professor) :	0
No. of permanent faculty available exclusively for proposed Programme through ODL mode(No. of Associate Professor) :	0
No. of permanent faculty available exclusively for proposed Programme through ODL mode(No. of Assistant Professor) :	2

Whether the proposed Programme is offered under Regular mode also. If yes, since when :	YES
since when :	2008
Whether Choice Based Credit System (CBCS) is being followed for regular mode . :	NO
Whether Choice Based Credit System (CBCS) will be followed for distance mode . :	NO
Full Programme(total) fee including all components as per UGC Norms:	12000
Whether personal contact Programme will be mandatory for the proposed programme under ODL mode. If Yes, specify in hours.:	YES
If Yes, specify in hours :	240
Whether any component of the Programme is offered as MOOCs?:	NO
If yes specify semester, name, weightage :	

Details of students under the Proposed Programme

Year	Level	Mode of education	Intake capacity	Students admitted	Students Passed
2017-18	Under Graduate	Regular mode	250	241	0
		ODL mode	0	0	0
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2016-17	Under Graduate	Regular mode	168	168	0
		ODL mode	0	0	0
	Post Graduate	Regular mode	220	212	0
		ODL mode	0	0	0
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		ODL mode	0	0	0
	Post Graduate	Regular mode	150	147	0
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Mode of evaluation for the proposed programme under distance mode

	Yes or No	Weightage in overall assessment
Assignments	YES	30
Practicals	NO	0
Project	NO	0
Term End Exam	YES	70

Mode of delivery of SLM/SIM (State Yes or No)

Printed material	E-content	Audio/Video	Online Mode
YES	NO	YES	NO

Part C

Annexures

Copy of Resolution of the HEI for establishment of Distance Education Department :	View Document						
Copy of NAAC Accreditation Certificate :	View Document						
Copy of Academic Planner for 2018-19 :	View Document						
Copy of Affidavit on stamp paper of Rs. 100, notarized and duly signed by the Vice Chancellor/Registrar:	View Document						
Copy of approval of Statutory bodies for all PPR:	View Document						
Copy of Statutory bodies approval for SLM	View Document						
Copy of faculty (Teaching staff) details :	View Document						
Copy of administrative staff details :	View Document						
Copy of Format of Faculty-Course Mapping :	View Document						
Copy of Programme Project Report (PPR) for each programme :	<table border="1"><thead><tr><th>Name of Programme</th><th>View PPR</th></tr></thead><tbody><tr><td>B.A. (HONS)</td><td>View</td></tr><tr><td>M.A.</td><td>View</td></tr></tbody></table>	Name of Programme	View PPR	B.A. (HONS)	View	M.A.	View
Name of Programme	View PPR						
B.A. (HONS)	View						
M.A.	View						
WHETHER APPROVAL OBTAINED FROM CONCERNED REGULATORY AUTHORITY, SUCH AS AICTE, NCTE ETC. FOR OFFERING THE PROPOSED PROGRAMME THROUGH DISTANCE MODE:							

PRINT

PRINT ANNEXURES