

Annual Report

THE CENTRE FOR INTERNAL QUALITY ASSURANCE (CIQA)

2024-25

PROGRAMMES UNDER OPEN AND DISTANCE LEARNING MODE

**Sreenarayanaguru Open University
Kureepuzha, Kollam, Kerala**

CONTENTS

Part – I: General Information 2
<u>Part – II: Requirements as per Centre for Internal Quality Assurance (CIQA) Functioning.....</u>	
<u>... 9</u>	
<u>Part – III: Human Resources and Infrastructural Requirements</u>	<u>15</u>
<u>Part – IV: Examinations</u>	<u>22</u>
<u>Part – V: Programme Project Report (PPR) and Self-Learning Material (SLM)</u>	
<u>..... 27</u>	
<u>Part – VI: Programme Delivery through Learner Support Centre (LSC)</u>	<u>29</u>
<u>Part – VII: Self Regulation through disclosures, declarations and reports</u>	<u>33</u>
<u>Part – VIII: Admission and Fees</u>	<u>35</u>
<u>Part – IX: Grievance Redressal Mechanism</u>	<u>39</u>
<u>Part – X: Innovative and Best Practices</u>	<u>41</u>
<u>DECLARATION</u>	<u>42</u>

Part – I: General Information

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

Date: 10/08/2021 [CIQA Formation order](#)

1.2 Details of the Director, CIQA

- Name: Prof. (Dr.) Sutheeshna Babu S.
- Qualification: MA, M.Phil, Ph.D
- Appointment Letter: [Appointment Letter](#)
- Joining Report: [Joining Report of CIQA Director](#)

1.3 Details of CIQA Committee: [\(View Document\)](#)

a. Composition as per Regulations

Sr.No.	Designation	Nomination as	Name and Qualification	Specialization	Date of Nomination in CIQA Committee
a	Vice Chancellor of the University	Chairperson	Prof. (Dr.) Jagathy Raj V P	Operations & System Management	02/07/2025
b	Three Senior teachers of HEI	Member 1	Prof. Gracious James	Commerce	02/07/2025
		Member 2	Dr. Sunitha A.P	Physics	02/07/2025
		Member 3	Prof. Sophia Rajhan	Hindi	02/07/2025
c	Head of 03 Departments or School of Studies from which programme is being offered in ODL Online mode	Member 4	Dr. Bino Joy	Commerce & Management	02/07/2025
		Member 5	Dr. Gopakumar C	Computers & IT	02/07/2025
		Member 6	Dr. Biju R.I	History	02/07/2025
d	Five External Experts of ODL	Member 7	Prof. (Dr.) Nilesh Modi	Computer Science	02/07/2025
		Member 8	Dr. N. Rajesh	Law & International Relations	02/07/2025
		Member 9	Dr. Mahesha V., PhD	Commerce	02/07/2025
		Member 10	Prof. (Dr.) Smitha Dharan, PhD	Computer Science	02/07/2025
		Member 11	Prof. (Dr.) Ushadevi Amma, PhD	Electrical & Electronics	02/07/2025
e	Officials from departments of HEI	Member 12 Administration	Smt. Saranya M S (Finance Officer)	CA	02/07/2025
f	Director, CIQA	Member Secretary	Prof. Sutheeshna Babu S.	Tourism & Travel Mgt.	02/07/2025

- b. Whether members mentioned at 'b' to 'e' changed every 2 years? (Y/N): Yes
(If No, reason therefore)

Members 1, 2, 3 under 'b'; & Member 6 under 'C', 10 & 11 under 'd'; and 'f' changed

1.4. Number of meetings held and its approval:

- a. No. of meetings held every year: 02
b. Meeting details:

Meetings	Date-Month-Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting 1	11/9/2024	4	Minutes	Approved
Meeting 2	13/08/2025	2	Minutes	

1.5. Number of programmes started: At Certificate level as per Regulation 24 of UGC (ODL Programmes and Online Programmes) Regulations, 2020: 03 nos.

From <Month, Year> academic session:

Sr. No.	Name of the Department	Certificate Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs)	Approval of statutory Authority(s) (DD- MM- YYYY) of HEI/Regulatory authority (if required)	No. of Learner Support Centre Operationalised as per territorial jurisdiction* / Off Campus	Number of students admitted (Male/Female/Trans-gender)			
									M	F	T G	Total
1	School of Language	Communication Skill & Foundation Course for IELTS & OET	06 months	16	A Pass in Plus-2 or equivalent	8,500	University Syndicate View Document	23	12	21	0	33
2	School of Communication & Info. Science	Certified Cyber Security Analyst	06 months	15	Pass in Degree/Diploma with a background in Comp. Science	25,000	University Syndicate	23	07	03	0	10
3	School of Communication & Info. Science	Applied Machine Learning	06 months	16	Pass in Plus-2 or equivalent; Desirable-BA/BSc./Bcom.	15,000	University Syndicate	23	19	04	0	23

[Regulations- Diploma & Certificate prog.](#)

*Not for Private University

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

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

Sr. No.	Name of the Department	Diploma Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority (s) (DD-MM-YYY) of HEI/Regulatory authority(if required)	No. of Learner Support Centre Operationalised as per territorial jurisdiction*/Off Campus	Number of students admitted (Male/Female/Transgender)			
									M	F	TG	Total
NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

*Not for Private University

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

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

From <Month, Year>academic session: TO BE EXTRACTED FROM WEBPORTAL

Sr. No.	Post Graduate Diploma Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	No. of Learner Support Centre Operationalised as per territorial jurisdiction*/Off Campus	Number of students admitted (Male/Female/Transgender)				
								M	F	TG	Total	
NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

*Not for Private University

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

1.8 Number of programmes started at Undergraduate Degree Programmes as per Commission Order: 17**1.8.1 From July 2024-25 academic session:**

Sr. No.	Post Graduate Diploma Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	No. of Learner Support Centre Operationalized as per territorial jurisdiction*/Off Campus	Number of students admitted (Male/Female/Transgender)			
								M	F	TG	Total

1	Bachelor Of Arts (Arabic)	3	132	A Pass In The Higher Secondary Examination Conducted By A Board/University At A Plus Two Level Of Schooling (Either Through Formal Schooling Or Through an Open System Or Its Equivalent) And Recognized by The State Of Kerala.	20,500	40-13/2022(DE B-11) (ODL), 25/10/2022	23	1105	851	0	1956
2	Bachelor Of Arts (Combination Of 3 Subjects (Afzal-Ul-Ulama)	3	132	Same as above	20,500	40-13/2022(DE B-11) (ODL), 25/10/2022	23	127	270	0	397
3	Bachelor Of Arts (Economics)	3	132	Same as above	20,500	40-13/2022(DE B-11) (ODL), 25/10/2022	23	109	232	0	341
4	Bachelor Of Arts (English) 04 Years Duration	4	176	Same as above	20,500	UGC Email Dt. Apr 15, 2024	23	785	1707	0	2492
5	Bachelor Of Arts (Hindi)	3	132	Same as above	20,500	40-13/2022(DE B-11) (ODL), 25/10/2022	23	51	287	0	338

6	Bachelor Of Arts (History) 04 Years Duration	4	176	Same as above	20,500	UGC Email Dt. Apr 15, 2024	23	948	1423	1	2372
7	Bachelor Of Arts (Malayalam) 04 Years Duration	4	176	Same as above	20,500	UGC Email Dt. Apr 15, 2024	23	398	1116	1	1515
8	Bachelor Of Arts (Nano Entrepreneurship)	3	132	Same as above	20,500	40-6/2023(DEB-11) (ODL), 30/1/2024	23	76	25	0	101
9	Bachelor Of Arts (Philosophy)	3	132	Same as above	20,500	40-13/2022(DE B-11) (ODL), 25/10/2022	23	35	24	0	59
10	Bachelor Of Arts (Political Science)	3	132	Same as above	20,500	40-6/2023(DEB-11) (ODL), 30/1/2024	23	492	358	0	850
11	Bachelor Of Arts (Psychology)	3	132	Same as above	20,500	40-6/2023(DEB-11) (ODL), 30/1/2024	23	303	392	1	1246
12	Bachelor Of Arts (Sanskrit)	3	132	Same as above	20,500	40-13/2022(DE B-11) (ODL), 25/10/2022	23	13	23	0	36
13	Bachelor Of Arts (Sociology) 04 Years Duration	4	176	Same as above	24,550	UGC Email Dt. Apr 15, 2024	23	1667	4238	0	5905
14	Bachelor Of Business Administration 04 Years Duration	4	176	Same as above	25,300	UGC Email Dt. Apr 15, 2024	23	587	440	0	1027

15	Bachelor Of Commerce 04 Years Duration	4	176	Same as above	20,500	UGC Email Dt. Apr 15, 2024	23	1440	2010	0	3450
16	Bachelor Of Computer Applications	3	132	Same as above	31,300	40-6/2023(DEB-11) (ODL), 30/1/2024	23	428	189	0	617
17	Bachelor Of Science (Data Science And Analytics)	3	132	Same as above	31,300	40-13/2022(DEB-11) (ODL), 25/10/2022	23	15	5	0	20
N	-	-	-	-	-	-	-	8579	13590	3	22722

* Not for Private University

Note: Mention details separately for July, 2023-24 academic session, as applicable, as above.

1.9 Number of programmes started at Post-graduate Degree Programmes as per Commission Order: 12

From <Month, Year>academic session: TO BE EXTRACTED FROM WEBPORTAL

Sr. No.	Post Graduate Diploma Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	No. of Learner Support Centre Operationalized as per territorial jurisdiction*/ Off Campus	Number of students admitted (Male/Female/Transgender)			
								M	F	TG	Total
1	Master Of Arts (Arabic)	2	72	Any Degree From A Recognized University In India	17,540	2-1/2023(DEB-11), 24/03/2023	23	148	366	0	514
2	Master Of Arts (Economics)	2	72	Same as above	17,540	2-1/2023(DEB-11), 24/03/2023	23	91	418	0	509

3	Master Of Arts (English)	2	72	Same as above	17,540	40-13/2022(DEB-11) (ODL), 25/10/2022	23	274	1050	0	1324
4	Master Of Arts (Public Administration)	2	72	Same as above	17,540	40-6/2023(DEB-11) (ODL),30/1/2024	23	114	97	0	211
5	Master Of Arts (Hindi)	2	72	Same as above	17,540	2-1/2023(DEB-11), 24/03/2023	23	32	292	0	324
6	Master Of Arts (History)	2	72	Same as above	17,540	2-1/2023(DEB-11), 24/03/2023	23	276	748	0	1024
7	Master Of Arts (Malayalam)	2	72	Same as above	17,540	40-13/2022(DEB-11) (ODL), 25/10/2022	23	388	1049	0	1437
8	Master Of Arts (Philosophy)	2	72	Same as above	17,540	2-1/2023(DEB-11), 24/03/2023	23	60	33	0	93
9	Master Of Arts (Political Science)	2	72	Same as above	17,540	40-6/2023(DEB-11) (ODL), 30/1/2024	23	128	155	0	283
10	Master Of Arts (Sanskrit)	2	72	Same as above	17,540	2-1/2023(DEB-1), 24/03/2023	23	28	49	0	77
11	Master Of Arts (Sociology)	2	72	Same as above	17,540	2-1/2023(DEB-11), 24/03/2023	23	269	865	0	1134
12	Master Of Commerce	2	72	Same as above	17,540	2-1/2023(DEB-11), 2; 4/03/2023	23	494	1037	0	1531
N	-	-	-	-	-	-	-	2302	6159	0	8461

[View Document](#)

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

2.1 Action taken on the functions of CIQA:-

S.No.	Provisions in Regulations	Details of Action taken by CIQA and Outcome thereof (Not more than 500 words)	Upload Relevant Document
1.	Quality maintained in the services provided to the learners	1. Ensured by developing the Learner Support Center's Operating Manual. 2. Desk support	LSC Operating Manual L-Desk order
2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	1. White Paper showing the current status of the University and Blueprint for uplifting the quality of programmes submitted to the Syndicate for necessary action. 2. Minutes of Review meetings- Academic, ERP, Exam. 3. Feedback survey of a. Learners b. Inhouse Faculty c. Counsellors. 4. Formation of different cells	1. CIQA Policy White Paper & Blue Print for Quality Assurance 2. MINUTES 3. FEEDBACK REPORT 4. DIFFERENT CELLS & COMMITTEES
3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	Report of suggestions to improve UGC NAAC criteria scores submitted to the University for necessary action.	CIQA Suggestions to Improve NAAC Scores
4.	Mechanism devised to ensure that the quality of Open and Distance Learning programmes matches with the quality of relevant programmes in conventional mode (For Dual Mode HEIs)	Not Applicable	NA
5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.	1. Feedback from In-house Faculty 2. Feedback from Learners or regular basis through interactions during counselling & other interfaces 3. Counsellors' Feedback. 4. General feedback through Official Website	Feedback Report of In-house Faculty Learners feedback report Feedback Report of Counsellors https://sgou.ac.in/contact
6.	Measures suggested to the authorities of Higher Educational Institution for qualitative improvement	White paper prepared and submitted to the statutory bodies specifying the problems faced by the University	White Paper & Blue Print for Quality Assurance

7.	Implementation of its recommendations through periodic reviews	1. Different Cells & Committees have been formed upon the recommendations of CIDA Division. These Committees meet and periodically review the progress 2. Purchase order of items related to quality assurance	1. CELLS & COMMITTEES 2. VIEW DOCUMENT
8.	Workshops/ seminars/ symposium organized on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.	1. NAAC awareness workshop 2. Curriculum Mapping Workshop- 02 nos. 3. COL-CEMCA Workshop on Graduate Employability 4. Workshop on ERP & LMS for teaching & non-teaching staff during 15-16, July 2025	WORKSHOPS
9.	Developed and collated best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution	1) L-Desk 2). Darppanam & Samanwaya 3) Jail Inmates 4) Darppanam Wayanad 5) Oppam	1. https://play.google.com/store/apps/details?id=in.ac.sgou.ldesk 2. View Document 3. View document 4. View Document 5. View Document
10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	Programme started from December 2022 onwards. Quality checks are being done. Examination results	View Document
11.	Measures taken to ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme	1. UG & PG PPR 2. UG & PG Qualification Framework	PPR-UG PPR-PG
12.	Mechanism to ensure the proper implementation of Programme Project Reports	Implementation in progress; Steps taken are periodically reviewed.	NA
13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	Records maintained; Plans reviewed periodically	NA
14.	Inputs provided to the Higher Educational Institution for restructuring the programmes in order to make them relevant to the job market.	Curriculum & syllabi was structured for introducing 4-year degree programs 1. Workshop Graduate Employability to align skilling within the Curriculum structure 2. FYUGP Workshop 3. Curriculum Mapping Workshop with KSHCEC	View Document

15.	Facilitated system-based research on ways of creating a learner centric environment and to bring about qualitative change in the entire system.	1. Periodic feedback and improvement in accordance 2. Grievance Redressal mechanism Corrective measures based on Feedback	View Document View Document
16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	1.UGC-NAAC AQAR, SSR etc. are being prepared for each year from 2022-23 onwards 2. File AISHE Data 3. Constituted the committees for each criterion of assessment	UGC-NAAC AQAR 2021-22 UGC-NAAC AQAR 2022-23 AISHE 2023-24 AISHE 2024-2025 Different Cells
17.	Measures adopted to ensure internalisation and institutionalisation of quality enhancement practices through periodic accreditation and audit	1. Curriculum workshops 2. Academic audit (in Progress)	1. View Document 2. View Document
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	Seek guidance/advices from the Commission as and when needed	NA
19.	Information obtained from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.	Yes. UGC Online Programmes attended.	
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	Recorded	CIQA Activity 2023-24
21.	Submitted Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session.	Submitted	CIQA Activity 2023-24
	(a) Submitted a copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution annually to the Commission.	Yes	CIQA Annual report 2022-23
22.	Overseen the functioning of Centre for Internal Quality Assurance and approve the reports generated by Centre for Internal Quality Assurance on the effectiveness of quality assurance systems and processes	Yes	1. Minutes Sept. 2024 2. Minutes Aug. 2025

23.	Facilitated adoption of instructional design requirements as per the philosophy of the Open and Distance Learning decided by the statutory bodies of the HEI for its different academic programmes	Facilitated	In Process
24.	Promoted automation of learner Support services of the Higher Educational Institution	Promoted	1. ERP Link 2. L-Desk link
25.	Coordinated with external subject experts or agencies or organisations, the activities pertaining to validation and annual review of its in-house processes	Yes. Feedback reports are presented to external experts, comments/ advices obtained.	Feedback Reports
26.	Coordinated with third party auditing bodies for quality audit of programme(s)	1. An external committee for Academic & Administrative Audit is carrying out the work. 2. File initiated for third-party audit of Website & ERP . The matter is in the tender stage	Academic & Administrative Audit
27.	Oversee the preparation of Self- Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution	AQAR for the year 2021-22 & 2022-23 were prepared and uploaded to the university website.	UGC-NAAC AQAR 2021-22 UGC-NAAC AQAR 2022-23
28.	Promoted collaboration and association for quality enhancement of Open and Distance Learning mode of education and research therein	1. MOU's for academic and industry collaboration; 2. Collaborative workshop with COL-CEMCA on graduate employability & curriculum framework 3. Collaborated with Dept. of Culture, Kerala & State Library Council for academic conference 4. Athletics Meet for the Learners.	* MoUs * COL.CEMCA workshop * Athletic Meet 2025
29.	Facilitated industry-institution linkage for providing exposure to the learners and enhancing their employability.	Exposed the Learners at the Job Mela organized by the State Govt.	

2.2 Compliance of Quality Monitoring Mechanism – As per Annexure-I (Part V (2)) of UGC (ODL Programmes and Online Programmes) Regulations, 2020 :

Sr.No.	Provisions in Regulations	Action taken in respect of ODL	Upload relevant document
1.	Governance, Leadership and Management: a. Organisation Structure and Governance b. Management c. Strategic Planning d. Operational Plan, Goals and Policies	Organization Structure as per Sreenarayanaguru Open University Act (2020) Strategic Planning (2020-2030) approved and adopted	SGOU Structure Strategic Planning

2.	Articulation of Higher Educational Institution Objectives	Sreenarayanaguru Open University aims at strengthening the structural dynamics of academic operations for ensuring quality inclusive education for all regardless of age, creed, gender and religion.	SGOU Profile
3.	Programme Development and Approval Processes a. Curriculum Planning, Design and Development b. Curriculum Implementation c. Academic Flexibility d. Learning Resource e. Feedback System	Curriculum designed after a series of discussions by the Academic committees and the reviews by the experts.	Curriculum Framework PG Curriculum Framework UG
4.	Programme Monitoring and Review	All academic programmes and its conduction are periodically and measures taken for efficiency of its delivery	NA
5.	Infrastructure Resources	Available(Refer Criterion IV(4.1.1 & 4.2.1- 4.2.8) of AQAR 2022-23)	Infrastructure and Learning Resources
6.	Learning Environment and Learner Support	Available(Refer Criterion IV(5.1.1 & 5.1.2) of AQAR 2022-23)	Infrastructure and Learning Resources
7.	Assessment and Evaluation	Undertaken	* Student Examination Handbook
8.	Teaching Quality and Staff Development	Workkshops & capacity-buidling programmes have been conducted for both the academic and administrative staff	* Workshop

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

Sr.No.	Provisions in Regulations	Action taken in respect of ODL	Upload relevant document
1.	Academic Planning	Academic Calender	ACADEMIC CALENDER.pdf
2.	Validation	Academic audit in progress	NA
	a. Monitoring, Evaluation and Enhancement Plans b. Reports from Learner Support Centres (for Open and Distance Learning programmes) c. Reports from Examination Centres d. External Auditor or other External Agencies report e. Systematic Consideration of Performance Data at Programme, Faculty and Higher	Attached Attached External Audit report Faculty & non-teaching performance evaluated	* LSC reports * LSC reports * Academic & Admn. Audit order * Appraisal- Admn Staff * Appraisal- Academic

	Educational Institution levels f. Reporting and Analytics by the Higher Educational Institution g. Periodic Review	periodically In progress	staff * External Audit Report 2024-25
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Part- III: Human Resources and Infrastructural Requirements

3.1 Name and details of Director of Centre for Distance and Online Education (Dual Mode University) - Regular, full time, at least Associate Professor; Or Name and details of Head for each school (for Open University) - Full-time dedicated, not below the rank of an Associate Professor

- 1 Prof. Sophia Rajan, Head, School of Inter-disciplinary Studies & School of Languages
- 2 Prof. Bino Joy, Head, School of Law and Business Studies
- 3 Dr. Gopakumar, Head, School of Communication and Information Science
- 4 Dr. Biju R I, Head, School of Humanities and Social Sciences

3.2 Compliance status of "Human Resource and Infrastructural Requirements" - As per Annexure - IV of UGC (ODL Programmes and Online Programmes) Regulations, 2020

(HEI shall mention compliance details against the requirements in terms of Staffing norms and physical infrastructure exclusively/independently, as mentioned in the Annexure-IV of the Regulations. In addition, the faculty details shall be provided in the following format:)

3.2.1 Details of faculty with respect to the programmes offered

Programme-wise Faculty Requirement & Effective Strength					
Sr.No	Programmes Name	No. of Faculty required	No. of Faculty appointed	Complied Yes/No	If not, reason thereof
A	UG Programme				
1	BA (Arabic)	3	2	yes	NA
2	BA (Afsal UL- Ulama)	2	2	Yes	NA
3	BA (English Language & Literature)	3	3	yes	NA
4	BA (Hindi)	3	3	yes	NA
5	BA (Malayalam Language & Literature)	3	3	yes	NA
6	BA (Sanskrit)	3	3	yes	NA
7	BA (History)	3	3	yes	NA
8	BA (Philosophy)	3	3	yes	NA
9	BA (Sociology)	3	3	yes	NA
10	BA (Economics)	3	3	yes	NA
11	BCom	3	3	yes	NA
12	BBA	3	6	yes	NA
13	BA (Psychology)	3	3	yes	NA
14	BA (Political Science)	3	3	yes	NA

15	BCA	3	4	yes	NA
16	BSc. (Data Science)	3	4	yes	NA
17	BA (Nano Entrepreneurship)	3	2	yes	NA
B	PG Programme				
1	MA (Arabic)	2	2	Yes	NA
2	MA (English)	2	2	Yes	NA
3	MA (Hindi)	2	2	Yes	NA
4	MA (Malayalam)	2	2	Yes	NA
5	MA (Sanskrit)	2	2	Yes	NA
6	MA (History)	2	3	Yes	NA
7	MA (Philosophy)	2	2	Yes	NA
8	MA (Sociology)	2	2	Yes	NA
9	MA (Economics)	2	2	Yes	NA
10	MCom	2	2	Yes	NA
11	MA (Political Science)	2	2	Yes	NA
12	MA (Public Administration)	2	3	Yes	NA
	Total	74	79	Yes	NA

HEI ID: Name of HEI: Type of HEI:

3.2.2 Programme-wise Faculty Strength

Programme-wise Faculty Strength								
Sl.No.	Name of the Programme	No. of full time Dedicated faculty for ODL	Name	Designation	Qualification	Experience	Type (Regular/Contract) with gross Salary/	Date of joining programme
1	BA Arabic, Afsal-Ul-Ulama & MA Arabic	06 (F-1; M-5)	Dr. Aslam K	Assistant Professor	B.Sc. M.A. M.Phil,PhD,NET	3 Years & 4 Months	Contract - Rs. 42850/-	04/04/22
			Dr. Muhsina Thaha	Assistant Professor	M.A., NET(JRF), PhD	3 Years & 4 Months	Contract - Rs. 42850/-	04/04/22
			Dr. Aboothahir. K.K	Assistant Professor	MA, M.Phil, Ph.D	3 Years & 2 Months	Contract - Rs. 42850/-	06/06/22
			Dr. Mujeeb B	Assistant Professor	MA Arabic, NET, M.Phil, PhD	2 Years & 3 Months	Contract - Rs. 42850/-	26/05/23

			Sri.Muhammed Fazil N	Assistant Professor	MA, NET	2 Years & 3 Months	Contract – Rs. 42850/-	29/05/23
			Sri. Muhammed Fazil K.K	Assistant Professor	MA, NET	2 Year & 3 Months	Contract – Rs. 42850/-	29/05/23
2	BA English & MA English	05 (F-2; M-3)	Dr. Anupriya Patra	Assistant Professor	MA,B.Ed, SET,NET, MBA (E.M.), PhD	3 Year & 4 Months	Contract – Rs. 42850/-	04/04/22
			Dr. Anfal M.	Assistant Professor	MA, NET , PGJMC, PhD	2Year & 11 Months	Contract – Rs. 42850/-	29/08/22
			Shri. Akhilesh U.	Assistant Professor	MA ,M.Phil, NET	1 Year	Contract – Rs. 42850/-	19/08/24
			Shri. Salim M	Assistant Professor	MA, MPhil, NET	9 Months	Contract – Rs. 42850/-	01/11/2024
			Dr. Anu Alphons Sebastian	Assistant Professor	PhD, MA, B.Ed, NET, SET, Cert-TESOL	1 Year	Contract – Rs. 42850/-	22/08/24
3	BA Hindi & MA Hindi	05 (F-5)	Prof. Sophiya Rajan	Professor	PhD, MPhil, MA	30 years	Deputation Rs. 157600	01.12.2022
			Dr. Indu G Das	Assistant Professor	MA, M.Phil, Ph.D, PDF, Diploma	2 Year & 7 Months	Contract – Rs. 42850/-	09/01/23
			Smt. Krishna Preethi.A.R	Assistant Professor	MA, NET, JRF,PGDCA	2 Year & 2 Months	Contract – Rs. 42850/-	30/06/23
			Dr.Sudha T	Assistant Professor	MA, M.Phil, Ph.D, DLED, B.Ed , PG Diploma	2 Year & 2 Months	Contract – Rs. 42850/-	07/06/23
			Smt. Christina Sherin Rose K.J	Assistant Professor	MA, B. Ed, NET, SET	1 Year & 1 Months	Contract – Rs. 42850/-	23/07/24
4	BA Malayalam & MA Malayāiam	05 (F-5)	Ms. Aswani A.P	Assistant Professor	MA, M.Phil. NET	3 Years & 4 months	Contract – Rs. 42850/-	04/04/22
			Dr. Deepam S	Assistant Professor	PhD. M.A, BED, SET, NET	3 Years & 4 month	Contract – Rs. 42850/-	04/04/22
			Dr. Thara S. S	Assistant Professor	MA, PhD, NET	1 Year & 4 Months	Contract – Rs. 42850/-	21/04/24
			Dr Deepthi V.S	Assistant Professor	MA, B.Ed, NET, Ph.D	1 Year & 5 Months	Contract – Rs. 42850/-	21/03/24
			Dr. Lathika. AC	Assistant Professor	MA, PhD, NET,B.Ed	1 Year & 5 Months	Contract – Rs. 42850/-	25/03/24

HEI ID: Name of HEI: Type of HEI:								
5	BA Sanskrit & MA Sanskrit	05 (F-4; M-1)	Dr. Jothilekshmi. M	Assistant Professor	MA, M.Phil, PhD	3 Years & 4 months	Contract – Rs. 42850/-	04/04/22
			Dr. Sreeja. J	Assistant Professor	MA, M. Phil, PhD	3 Years & 4 months	Contract – Rs. 42850/-	04/04/22
			Dr. Vijayarajan. K.Ü	Assistant Professor	MA, PhD, NET	3 Years & 4 months	Contract – Rs. 42850/-	04/04/22
			Smt. Chitra Bhaskar	Assistant Professor	MA, M.Phil, NO	2 Year & 3 Months	Contract – Rs. 42850/-	27/05/23
			Smt. Anju J	Assistant Professor	MA, M.Phil, NET	2 Year & 2 Month	Contract – Rs. 42850/-	03/06/23
6	BA History & MA History	06 (F-3; M-3)	Dr. Biju R.I	Associate Professor	MA, M.Phil PhD	2 months 20 days.	Deputation- Rs. 1,35,300/-	12/05/25
			Smt. Thahani Rezak	Assistant Professor	M.A, M.Phil.) (NET) ,Ph.D Pursuing)	3 Years & 4 months	Contract – Rs. 42850/-	04/04/22
			Dr. Reeja.R	Assistant Professor	MA, M.Phil, PhD	3 Years & 4 months	Contract – Rs. 42850/-	04/04/22
			Dr. Preethi Chandran P.B	Assistant Professor	MA, M.Phil, Ph.D.	2 Year & 5 Months	Contract – Rs. 42850/-	27/03/23
			Sri. Zubin Antony Mehar Reynold	Assistant Professor	MA, NET	2 Year & 7 Months	Contract – Rs. 42850/-	16/01/23
			Dr. Arun.A.S	Assistant Professor	MA, B.Ed, Ph.D.	10 Month	Contract – Rs. 42850/-	12/09/24
7	BA Philosophy & MA Philosophy	05 (F-2; M-3)	Dr. Nisar.AC	Assistant Professor	MA, NET Ph.D.	3 Years & 4 months	Contract – Rs. 42850/-	04/04/22
			Smt. Feleena C.L	Assistant Professor	MA M.Phil	3 Years & 4 months	Contract – Rs. 42850/-	04/04/22
			Dr. Vijay Francis	Assistant Professor	MA,M.phil	3 Years & 4 months	Contract – Rs. 42850/-	04/04/22
			Dr.Deepa P	Assistant Professor	MA, M.Phil, Ph.D	2 Year & 3 Months	Contract – Rs. 42850/-	29/05/23
			Dr. Robin Luke Varghese	Assistant Professor	MA, M.Phil, Ph.D, NET, JRF	2 Year & 2 Months	Contract – Rs. 42850/-	12/06/23
8	BA Economics & MA Economics	05 (F-3; M-2)	Dr. Suchitra K.	Assistant Professor	M.A, Ph.D, NEU	3 Years & 4 months	Contract – Rs. 42850/-	04/04/22
			Sri. Muneer.K	Assistant Professor	MA, NET	2 Year & 2 Months	Contract – Rs. 42850/-	13/06/23

			Smt. Soumya.V.D	Assistant Professor	MA, NET	2 Year & 2 Months	Contract – Rs. 42850/-	08/06/23
			Sri. Yedu T Dharan	Assistant Professor	MA, M.Phil, NET	2 Year & 3 Months	Contract – Rs. 42850/-	25/05/23
			Dr Smitha K	Assistant Professor	MA ,B.Ed, SET, NET-JRF,Ph.D	8 Months	Contract – Rs. 42850/-	11/11/24
9	BA Sociology & MA Sociology	05 (F-3;M-2)	Dr. Abdul Razak Kunnathodi	Assistant Professor	MA, M.Phil, Ph.D, NET, ORF	3 Years	Contract – Rs. 42850/-	10/08/22
			Mrs.Jan Elizabeth Joseph	Assistant Professor	MA, UGC NET	3 Years	Contract – Rs. 42850/-	16/08/22
			Smt .Fousia Shukuor	Assistant Professor	MA, M.Phil, NET, JRF	1 Year & 3 Months	Contract – Rs. 42850/-	27/05/24

			Dr. Ahammadu Zirajudeen	Assistant Professor	MA, Ph.D, NET	1Year & 3 Months	Contract – Rs. 42850/-	27/05/24
			Dr. Maya Raveendran	Assistant Professor	MA, MSW, Ph.D	1 Year & 3 Months	Contract – Rs. 42850/-	28/05/24
10	B.Com, MCom & Nano Entrepreneurship	07 (F-04; M-3)	Dr. Bino Joy	Professor	MCom. PhD	2 years & 4 months	Deputation; Net Salary: Rs.1,62,300/-	30/03/2023
			Sri. Mahesan K P	Assistant Professor	M.Com, NET	3 Years & 4 months	Contract – Rs. 42850/-	04/04/22
			Dr. Midhun . V	Assistant Professor	M.Com, Ph. D	3 Years & 4 months	Contract – Rs. 42850/-	04/04/22
			Dr. Gopika C G	Assistant Professor	MCom, NET-JRF, Ph.D.	10 Months	Contract – Rs. 42850/-	23/09/24
			Dr. Athena Prince	Assistant Professor	M.Com, NET JRF, Ph.D.	10 Months	Contract – Rs. 42850/-	23/09/24
			Dr. Kavitha S	Assistant Professor	POST DOC, Ph.D,M.com,NET ,JRF	10 Months	Contract – Rs. 42850/-	23/09/24
			Ms. Sunu Sukumaran	Assistant Professor	MCom., NET	1 month 15 days	Contract – Rs. 42850/-	16/06/2025
11	BCA (Computer Science) & BSc. Data Science	08 (F-6; M-2)	Dr. Gopakumar C.	Associate Professor	MTech, PhD	1 year 7 months 25 days	Deputation; Net salary: Rs 1,62,092/-	06.12.2023
			Ms. Anjitha A V	Assistant Professor	MCA, NET- JRF	6 Months	Contract – Rs. 42850/-	24/01/25
			Sri. Shamin. S	Assistant Professor	ME, MSc, NET	3 Years & 4 months	Contract – Rs. 42850/-	04/04/22

			Ms. Aswathy V S	Assistant Professor	B.Tech, M.Tech, UGC-NET	04 Months	Contract – Rs. 42850/-	10/03/25
			Smt. Greeshma P.P	Assistant Professor	MTech, NET	1 Year & 3 Months	Contract – Rs. 42850/-	27/05/24
			Smt. Sreerekha. V. K	Assistant Professor	MCA, NET	1 Year & 3 Months	Contract – Rs. 42850/-	27/05/24
			Dr. Kanitha D K	Assistant Professor	MSC, M.Phil, Ph.D	4 Months	Contract – Rs. 42850/-	06/03/25
			Ms. Subi Priya Laxmi S B N	Assistant Professor	B.Tech, .Tech, UGC-NET	4 Months	Contract – Rs. 42850/-	06/03/25
12	MA Public Administration	03 (F-1; M-2)	Smt. Akhila A K	Assistant Professor	MA, NET	1 year& 10 Months	Contract – Rs. 42850/-	26/10/23
			Dr. Mohammed Shabeer K	Assistant Professor	MA, MPhil, PhD, NET, JRF	1 year& 10 Months	Contract – Rs. 42850/-	27/10/23
			Sri. Sooraj S	Assistant Professor	MA, NET	1 year& 10 Months	Contract – Rs. 42850/-	26/10/23
13	BA & MA Political. Science	05 (F-1; M-4)	Dr. Geetha K.L	Assistant Professor	MA, MPhil, PhD	1 year& 10 Months	Contract – Rs. 42850/-	26/10/23
			Sri. Hemanth V L	Assistant Professor	MA, NET	1 year& 10 Months	Contract – Rs. 42850/-	27/10/23
			Dr. Nowfal N	Assistant Professor	MA, PhD, NET, JRF	1 year& 10 Months	Contract – Rs. 42850/-	26/10/23
			Sri. Subheesh KV	Assistant Professor	MA, MphiI, NET,	1 year& 10 Months	Contract – Rs. 42850/-	26/10/23
			Dr. Vineesh	Assistant Professor	B.Ed,MA, PhD	1 year & 11 monts	Contract – Rs. 42850/-	26/10/2023
14	BBA	06 (F-3; M-3)	Sri. Amar Shariar.	Assistant Professor	B.COM, MBA, NET	1Year & 5 Months	Contract – Rs. 42850/-	21/03/24
			Dr. Sanitha K K Assistant	Assistant Professor	BBA, MBA, M.Com, PhD, PDF	2Year & 2 Months	Contract – Rs. 42850/-	01/06/22
			Mr. Ashish John Asokh	Assistant Professor	MBA, NET, M.Com	1Year & 20 Days	Contract – Rs. 42850/-	11/07/24
			Ms. Surya Robert	Assistant Professor	MBA, NET, M.Com	10 Months	Contract – Rs. 42850/-	23/09/24
			Mr. Mohammed Aslam A	Assistant Professor	MBA, M.Phil, NET	4 Months	Contract – Rs. 42850/-	21/03/25
			Dr. Viji Vijayan	Assistant Professor	MBA, NET ,Ph.D	4 Months	Contract – Rs. 42850/-	21/03/25
15	15. BA Psychology	3 (F-2; M-1)	Ms. Amrutha K R.	Assistant Professor	MSc, NET, SET.	4 Month	Contract – Rs. 42850/-	21/03/25
			Ms. Aswiny D	Assistant Professor	MA NET-JRF	1 Year & 9 Month	Contract – Rs. 42850/-	26/10/23
			Dr.Georgy Joseph	Assistant Professor	MSc,MTh,MA,MS W,DEHM(Hom.M ed),PhD	1 Year	Contract – Rs. 42850/-	17/07/24
			Total = 79 faculty Members in place (Female- 45; Male-34)					

Salary for July 2025: View Document: [salary](#)

3.3 Details of Administrative staff

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

Admin Staff	Required (up to 10,000 students)	Available
Statutory Officers	N/A	06
Director (CIQA & MDDC)	N/A	02
Regional Director	N/A	04
SLM Coordinator	N/A	01
Deputy Registrar	01	04
Assistant Registrar	01	05
Section Officer	01	06
Librarian	N/A	01
PRO	N/A	01
Virtual Programme Manager	N/A	01
Programmers	N/A	04
Assistants	3 (2 for DM Universities)	72
DEO/Computer Operator	2	29
Multimedia Technician	N/A	02
Multi-Tasking Staff	2	13
Security staff	N/A	06
Total		157

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

Note:

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

Part – IV: Examinations

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

S.No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
1.	All processes of assessment of learners in different components of Examination shall be directly handled by the concerned Institution, and no part of the assessment shall be outsourced	Yes	
2.	For ensuring transparency and credibility, the full-time faculty of the Open and Distance Learning mode Higher Educational Institutions or qualified faculty from University Grants Commission recognized Higher Educational Institutions only should be associated to function as invigilators, examination superintendents, as observers etc	Yes	
3.	All Examinations for Open and Distance Learning mode programmes shall be conducted within the Institution where the Study Centres or Learner Support Centres are located under the direct control and responsibility of the Open and Distance Learning mode Institution. No Examination Centres shall be allotted to any private organisations or unapproved Higher Educational Institutions.	Yes	
4.	The examination centre must be centrally located in the city, with good connectivity from railway station or bus-stand, for the convenience of the students.	Yes	
5.	The number of examination centres in a city or State must be proportionate to the student enrolment from the region	Yes	
6.	Building and grounds of the examination centre must be clean and in good condition.	Yes	
7.	The examination centre must have an examination hall with adequate seating capacity and basic amenities	Yes	
8.	Fire extinguishers must be in working order, locations well marked and easily accessible. Emergency exits must be clearly identified and clear of obstructions	Yes	
9.	The Examination Centre shall have adequate and comfortable seating capacity and amenities including adequate lighting, ventilation and clean drinking water facilities	Yes	
10.	Safety and security of the examination centre must be ensured	Yes	
11.	Restrooms must be located in the same building as the examination centre, and restrooms must be clean, supplied with necessary items, and in working order	Yes	
12.	Provision of drinking water must be made for learners	Yes	
13.	Adequate parking must be available near the examination centre	Yes	
14.	Facilities for Persons with Disabilities should be available	Yes	

4.2 Compliance status of 'Evaluation' and 'Certification' - As per Regulations 15 and 16 of UGC (ODL Programmes and Online Programmes) Regulations, 2020

S. No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
1.	The Higher Educational Institution shall adopt the guidelines issued by the Commission for the conduct of proctored examinations.	No proctored exam. Conducted so far Examination Guidelines	
2.	A Higher Educational Institution offering Open and Distance Learning Programmes shall have a mechanism well in place for evaluation of learners enrolled through Open and Distance Learning mode and their certification.	Minimum Standards for Examination	
3.	The evaluation shall include two types of assessments continuous or formative assessment and summative assessment in the form of end semester examination or term end examination: Provided that no semester or year-end examination shall be held unless: i) the Higher Educational Institution is satisfied that at least 75 per cent. of the programme of study stipulated for the semester or year has been actually conducted; ii) For Open and Distance Learning mode: the learner has minimum attendance of 75 per cent. in the programme specific Personal Contact Programme (excluding counselling) and lab component of each of the programmes; and detailed attendance records have been maintained by Learner Support Centre/Regional Centre/ Higher Educational Institution	Yes Yes Yes	
4.	The curricular aspects, assessment criteria and credit framework for the award of Degree programmes at undergraduate and postgraduate level and/or Post Graduate Diploma programmes through Open and Distance Learning mode shall be evolved by adopting same standards as being followed in conventional mode by the dual mode Higher Educational Institutions and in Open Distance Learning mode by the Open Universities	Yes	* UG & PG Regulations
5.	The weightage for different components of assessments for Open and Distance Learning mode shall be as under: (i) continuous or formative assessment (in semester): Maximum 30 per cent. (ii) summative assessment (end semester examination or term end examination): Minimum 70 per cent.	Assessment Points QUESTION PAPER	Student Exam Handbook
6.	The Higher Educational Institution shall notify all assessment tools to be used for formative and summative assessments	Yes	
7.	Marks or grades obtained in continuous assessment and end semester examinations or term end examinations shall be shown separately in the grade card	Examination Result Exam Result	

8.	A Higher Educational Institution offering a Programme in Open and Distance Learning mode shall adopt a rigorous process in development of question papers, question banks, assignments and their moderation, conduct of examination, evaluation of answer scripts by qualified teachers, and result declaration, and shall so frame the question papers as to ensure that no part of the syllabus is left out of study by a learner.	End Semester Examination	
9.	The examination of the programmes in Open and Distance learning mode shall be managed by the examination or evaluation Unit of the Higher Educational Institution and shall be conducted in the examination centre as given under these regulations.	Standard for Examination	
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	Yes	
	(b) Availability of biometric system	No	Under processing
	(c) The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners	Yes	
	(d) In case of non-availability of the Closed- Circuit Television facilities, the Higher Educational Institution shall ensure that proper videography be conducted and video recordings are submitted by particular in charge of examination centre to the Higher Educational Institution	Yes	
11	The Higher Educational Institution shall retain all such Closed-Circuit Television recordings in archives for a minimum period of five years	NA	Being considered
12	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	Exam Centers and Coordinators/ Observers	
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	Examination Observer Reports Examination Observer Report 2	
13	(a) All end-of-semester examinations or term-end examinations for programmes offered through Open and Distance Learning mode shall be conducted through proctored examination (pen- paper or online or computer-based testing) within the Territorial Jurisdiction, in the examination centre as mentioned in these regulations	Yes	
	(b) The Exams shall be under the direct control and responsibility of the Open and Distance Learning mode Institution	Yes	
14.	The Examination Centre shall be located in Government Institutions like Kendriya Vidyalaya(s), NavodayaVidyalaya(s), Sainik School(s), State Government Schools, etc. can also be identified as examination centre(s) under direct overall supervision of a Higher Educational Institution offering education under the Open and Distance Learning mode including approved affiliated colleges under the University system in the Country and no Examination Centres shall be allotted to private organisations or unapproved Higher	Yes	

	Educational Institutions		
15.	The Learner Support Centres, as defined in the regulations and within the territorial jurisdiction, can also be used as examination centres provided, they fulfil the criteria of an examination centre as defined in these regulations	Yes	
16.	The 'Examination Centre' shall be established within the territorial jurisdiction of the Higher Educational Institution	Yes	
17.	(a) Each award of a Degree at the undergraduate and postgraduate level and post graduate Diploma for Open and Distance Learning shall be assigned a unique identification number and shall have <ul style="list-style-type: none"> i. Photograph ii. Aadhaar number or other government-recognised identifier or Passport number, as applicable, iii. Other relevant details of the learner along with the Programme name. 	Yes	Unique number and hologram
	(b) Each award shall also be uploaded on the National Academic Depository	First convocation held recently.	Under process
18.	It shall be mandatory for Higher Educational Institution to mention the following on the backside of each of the degrees/certificates and mark sheets issued by the Higher Educational Institution to the learners (for each semester certificate and at the end of the programme): (i) Mode of delivery; (ii) Date of admission; (iii) Date of completion; (iv) Name and address of all Learner Support Centres (only for Open and Distance Learning); (v) Name and address of all Examination Centres	Yes	Under process

4.3 Whether any examination is held through online mode.

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

Receiving evaluating the assignments online. Possibility of online examination is being explored.

4.4 Result and Student Progression For UG, and PGD programmes Examination details for CIQA Annual Report- 2024-2025

Programme name	Intake	Examination	Semester	No. of Regd. candidates	No. of candidates appeared in exams	No. of passed candidates	% of students passed
UG	Intake 1	Sem 5 UG Regular	Sem 5	2659	2285	1732	75.79
UG	Intake 1	Sem 4 UG Regular	Sem 4	2807	2458	2021	82.22
PG	Intake 1	Sem 3 PG Regular	Sem 3	163	122	99	81.14
PG	Intake 2	Sem 3 PG Supplementary	Sem 3	450	330	284	86.06
UG	Intake 1	Sem 3 UG Regular	Sem 3	2852	2343	1668	71.19
UG	Intake 2	Sem 3 UG Regular	Sem 3	530	373	290	77.74
UG	Intake 3	Sem 2 UG Regular	Sem 2	8891	6955	4709	67.7
PG	Intake 3	Sem 2 PG Regular	Sem 2	2983	2198	1673	76.11
UG	Intake 4	Sem 1 UG Regular	Sem 1	32	29	16	55.17
UG	Intake 3	Sem 1 UG Regular	Sem 1	9767	7808	3303	42.3
PG	Intake 1	Sem 4 PG Regular	SEM 4	1211	1091	993	91.01
PG	Intake 1	Sem 3 PG Regular	SEM 3	1240	1021	959	93.92
PG	Intake 2	Sem 2 PG Regular	SEM 2	173	128	113	88.28

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

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

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

[PROGRAM PROJECT REPORT](#)

5.2 Compliance status of 'Quality Assurance Guidelines of Learning Material In Multiple Media And Curriculum And Pedagogy' – As per Annexure - VI of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention compliance details against the requirements in terms of learning material (Print Media), Audio-Video Material, Online Material, Computer-based material and Curriculum and Pedagogy, as mentioned in the Annexure-VI of the Regulations for ODL programmes.

[Guidelines for SLM Writing](#)

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

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

[SLM Development process](#)

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

6.1 Details of personal contact programmes implemented:

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

S. No.	Programmes name	Centre Name	No. of centres conducted PCP	No. of PCP held every year	Total no. of students registered on the programme	No. of Students Attended on an average basis
1	UG	Details of PCP Implemented			All students from respective Intake/batch	75 to 80%
2	PG				All students from respective Intake/batch	75 to 80%

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

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

Enlisting of 'Learner Support Centre' Follow a Systematic Process As Briefed below:

- Issues a notification seeking expression of interest (EoI) interested HEIs. The University also approaches HEI's when necessary.
- Once the responses are in place from HEIs, a Committee of the Syndicate of the University (equivalent to Board of Governors) visit th e HEIs for assessment which inter alia document the ease of access, physical and digital infrastructure, library, public conveniences (toilets, drinking water etc.), faculty resources within the HEI and its vicinity.
- While finalizing LSCs, preference is given to HEIs under the Government, followed by aided colleges and if additional numbers are needed, HEIs under private management may also be considered. Presently, most LSCs are Government HEIs or aided colleges.
- Upon agreement of the terms & conditions, LSC status is formalised by executing a Deed of Agreement. The HEI also agrees to designate a senior faculty as LSC Coordinator and he/she coordinates the academic and related administration in consultation with the University.
- The University is also planning to post a staff not below the rank of an Assistant at each LSC for effective coordination and attending day to day matter.
- Once designated, LSCs undergoes periodic assessment/audit.

6.3 LSC wise enrollment details (Not for Private University)

Sr. No	Name & Address of College/ institute where LSC is established (with Pin Code)	This LSC is LSC of how many HEIs ? (No. & Name)	If yes, All the HEIs in the same State as that of the LSC?	Name of HEI to which College / institute is affiliated (where LSC is established)	Whether the College/ institute is private or Govt.(where LSC is established)	Name and Contact Details of Coordinator and Counsellor	Qualification of Coordinator & Counsellors	No. of Counselors	Programs offered	Total Enrolled student.
1	SSV College, Valayanchira Angara, Perumbavoor, Ernakulam	1	Yes	MG Uty.	Private Aided	Dr. Gayathri Narayanan 9447715514 gayathrinarayanan@ssvcollege.ac.in	Asper UGC (OD) guidelines	20	15	314
2	MSM College, Kayamkulam	1	Yes	Kerala Uty.	Private Aided	Dr. Ashidha. M 9400675515 ashiafzalsha@gmail.com	DO	28	22	905
3	Govt. College, Nattakam, Kottayam	1	Yes	MG Uty.	Govt.	Dr. Jalson Jacob 9496162089 jalsonj@yahoo.com	DO	32	28	479
4	Govt. College Kattappana	1	Yes	MG Uty.	Govt.	Dr. Arunkumar PA 7012063774 taarunkumar@yahoo.com	DO	38	19	180
5	Maharaja's College, Kochi, Ernakulam	1	Yes	MG Uty.	Govt.	Dr. Smitha TM 9961992009	DO	105	22	1863
6	P T M Govt College Perinthalmanna	1	Yes	Calicut Uty.	Govt.	Dr. Haridasan V 9496408066	DO	29	18	1249
7	SNGS College Pattambi	1	Yes	Calicut Uty.	Govt.	Dr Rajesh KP 8943258800	DO	106	22	2460
8	Sri C Achutha Menon Govt.	1	Yes	Calicut Uty.	Govt.	Dr Siji MU 9846910293	DO	83	22	2486

	College Thrissur									
9	Mar Ivanios Colleg, Nalanchira, T VPM	1	Yes	Kerala Uty.	Private Aided	Fr. Vincy Varghese 9447590739	DO	56	13	634
10	NMSM Government College, Kalpetta	1	Yes	Calicut Uty.	Govt.	Dr. Aneesh M. Das, Assistant Professor, Dept. of Mass Communication & Journalism, NMSM Government College, Kalpetta 9447931205 amds1987@gmail.com	DO	41	28	738
11	Govt. Brennen College, Kannur	1	Yes	Kannur Uty.	Govt.	Dr. Shaji. V 9847427627 shajivilangad@gmail.com	DO	92	22	1484
12	Govt. College Vidyanagar, Kasargode	1	Yes	Kannur Uty.	Govt.	Dr. Rohini K Potti 9495153503 Rohinicollege2019@gmail.com	DO	76	20	1014
13	St. Joseph's Colleg, Pilathara, Kannur	1	Yes	Kannur Uty.	Private Aided	Dr. Subhash John, 9895336648 subhashjohn16@gmail.com	DO	27	13	670
14	T.K.M College Of Arts And Science, Kollam	1	Yes	Kerala Uty.	Private Aided	Dr. Shehnaz SR 9895429305	DO	35	14	553
15	Farook College (Autonomous)	1	Yes	Calicut Uty.	Private Aided	Dr. V.P.C. Ubaid 9747318061	DO	47	13	1533
16	St. Xavier's College Thumba, TVPM	1	Yes	Kerala Uty.	Private Aided	Varghese Joseph 7559070432	DO	25	11	1562
17	Govt College Malappuram	1	Yes	Calicut Uty.	Govt.	Dr. Sreevidya. U	DO	72	22	4739

						9745925294				
18	Fathima Matha National college Kollam	1	Yes	Kerala Uty.	Private Aided	Dr. Sagar Simon Francis 8086526817	DO	60	12	1487
19	CKG Memorial Government College, Perambra	1	Yes	Calicut Uty.	Govt.	Mr. Jasleel K 9496342028	DO	25	19	878
20	College Of Applied Science, Adoor	1	Yes	Kerala Uty.	Private Aided	Dr. Viji. Balakrishnan, vijibalak@gmail.com 9961290888	DO	14	7	303
21	National College Trivandrum	1	Yes	Kerala Uty.	Private	Dr. Justin Daniel 9400518641	DO	25	12	905
22	Government Victoria College Palakkad	1	Yes	Calicut Uty.	Govt.	Dr. Manikandan K 9447741995	DO	25	29	1786
23	Government Arts & Science Kozhikode	1	Yes	Calicut Uty.	Govt.	Dr. Sujin - 8089771573	DO	25	29	2961
	Total									31,183

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

Whether LSC is offering same programme under conventional mode	If Yes, then years since when being taught in conventional mode	No. of years	7 years condition complied: Yes/No
Yes, most subjects	Most LSCs are old colleges, and most Depts. are in existence for decades	For decades	Yes

6.4 Off campus details (For Deemed to be University): Not Applicable

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

N.							
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6.5 Delivery of Self-Learning Material

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

Type	Date of Admission (for July and January)	Date of delivery SLM	Whether SLM delivered to learners within a fortnight from the date of admission
Printing Material	Various dates	Various dates	Yes
Audio-Video Material	Various dates	Various dates	See Audio-Video and Online Material
Online Material	Various dates	Various dates	<input checked="" type="checkbox"/> Audio-Video and Online Material <input checked="" type="checkbox"/> Video Content Making Based On SLM.xlsx
Computer-based Material	Various dates	Various dates	L-Desk, Flipbooks * L-Desk Link

6.6 Whether any course in a particular programme was allowed through Massive Open Online Courses (OER)/Massive Open Online Courses (MOOC) : Y/NO

a. Provide details as under:

Sr.No.	Program Name	Courses allowed through OER/ MOOC	Name of HEI offering the course (if any)	Duration of the Course	No. of Credits assigned to the Course	Percentage of total courses in a particular programme in A semester (Semester wise programmes wise)
1.	NA	NA	NA	NA	NA	NA
N.						

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

Part – VII: Self-Regulation Through Disclosures, Declarations and Reports

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

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
1.	Joint declaration by authorised signatories, Registrar and Director of Centre for Internal Quality Assurance has been displayed on HEI website authenticating that the documents from Sr. No. '2' to '17' have been uploaded on the HEI website?	Yes Joint Declaration	
Uploading of the following on HEI website (Mention link)			
2.	The establishing Act and Statutes there under or the Memorandum of Association, as the case may be or both, of the Higher Educational Institution, empowering it to offer programmes in Open and Distance Learning mode	Yes SGOU University Act	
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	Yes UGC Course Recognition Letter 2023-24 2023-24	
4.	Programme details including brochures or programme guides inter alia information such as name of the programme, duration, eligibility for enrolment, programme fee, programme structure	Yes. Brochures and the Students' Handbook are uploaded in the University website.	Programme Structure and Fees
5.	Programme-wise information on syllabus, suggested readings, contact points for counselling/mentoring, programme structure with credit points, programme-wise faculty details, list of supporting staff, list of Learner Support Centres with addresses and contact details (for Open and Distance Learning mode), their working hours and counselling (for Open and Distance Learning mode) Schedule;	Yes Programme details with Syllabus uploaded in SGOU website.	Syllabus

6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.	Yes Academic Calendar	
7.	The feedback mechanism on design, development, delivery and continuous evaluation of learner-performance which shall form an integral part of the transactional design of the Open and Distance Learning mode programmes and shall be an input for maintaining the quality of the programmes and bridging the gaps, if any	✓ FEEDBACK REPORT ✓ Student Examination Handbook January.pdf	
8.	Information regarding all the programmes recognised by the Commission	Yes Programmes	
9.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	E:\NAAC- Notes & Docs\Enrollment-2022-23 to 2024-25.xlsx	
10.	Complete information about 'Self Learning Material' including name of the faculty who prepared it, when was it prepared and last updated for Open and Distance Learning Programmes;	Yes PG SLM Details UG SLM Preparation Details	
11.	A compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of online interaction with learners providing hyperlink support for Open and Distance Learning Programmes	Yes FAQ	
12.	List of the 'Learner Support Centres' along with the number of learners who shall appear at any examination centre and details of the Information and Communication Technology facilities available for conduct of examination in a fair and transparent manner, for Open and Distance Learning programmes	Yes	LSC's & Total Students
13.	List of the 'Examination Centres' along with the number of learners in each centre, for Open and Distance Learning programmes	Exam Centers	
14.	Details of proctored examination in case of end semester examination or term end examination of Open and Distance Learning programmes	Not yet. Exams Conducted in conventional mode.	
15.	Academic Calendar mentioning period of the admission process along with the academic session, dates of continuous and end semester examinations or term end examinations, etc.	Yes Academic Calendar	Admission Prospectus 2024-25
16.	Reports of the third-party academic audit to be undertaken every five years and internal academic audit every year by Centre for Internal Quality Assurance	Yes (In Process)	View Document

Part – VIII: Admission and Fees

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

S.No.	Provision	Whether being complied Yes/No
1.	The intake capacity under Open and Distance Learning mode for a programme under science discipline to be offered by a Dual Mode University shall be three times of the approved in take in conventional mode and incase of Open University, it shall be commensurate with the capacity of the Learner Support Centres (for Open and Distance Learning only) to provide lab facilities to the admitted learners:	BSc Data Sc. & Analytics started in 2024-25 MOU with IHRD
2.	Enrolment of learners to the Higher Educational Institution, for any reason whatsoever, in anticipation of grant of recognition for offering a programme in Open and Distance Learning mode, shall render the enrolment invalid	No such enrolment reported
3.	A Higher Educational Institution shall, for admission in respect of any programme in Open and Distance Learning mode, accept payment towards admission fee and other fees and charges- (a) as may be fixed by it and declared by it in the prospectus for admission, and on the website of the Higher Educational Institutions; (b) with a proper receipt in writing issued for such payment to the concerned learner admitted in such Higher Educational Institutions; (c) only by way of online transfer, bank draft or pay order directly in favour of the Higher Educational Institution.	University accepts fees only in digital mode. Yes Receipt can be downloaded Yes
4.	It shall be mandatory for the Higher Educational Institution to upload the details of all kind of payment or fee paid by the learners on the website of the Higher Educational Institution.	Yes

5.	<p>The fee waiver and/or scholarship schemes for Scheduled Caste, Scheduled Tribe, Persons with Disabilities category of learners and students from deprived section of society shall be in accordance with the instructions or orders issued by Central Government or State Government:</p> <p>Provided that a Higher Educational Institution shall not engage in commercialisation of education in any manner whatsoever, and shall provide for equity and access to all deserving learners</p>	Yes
6.	<p>Admission of learners to a Higher Educational Institution for a programme in Open and Distance Learning mode shall be offered in a transparent manner and made directly by the Head Quarters of the Higher Educational Institution which shall be solely responsible for final approval relating to admissions or registration of learners:</p> <p>Provided that a Learner Support Centre shall not admit a learner to any programme in Open and Distance Learning for or on behalf of the Higher Educational Institution</p>	Yes
7.	<p>Every Higher Educational Institution shall:</p> <p>(a) record Aadhaar details or other Government identifier(s) of Indian learner and Passport for an International Learner;</p> <p>(b) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years;</p> <p>(c) exhibit such records as permissible under law on its website; and be liable to produce such record, whenever called upon to do so by any statutory authority of the Government under any law for the time being in force.</p> <p>(d) be liable to produce such record, whenever called upon to do so by any statutory authority of the Government under any law for the time being in force.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
8.	<p>Every Higher Educational Institution shall publish, prior to the date of commencement of admission to any of its programme in Open and Distance Learning mode, a prospectus (print and in e-form) containing the following for the purposes of informing those persons intending to seek admission to such Higher Educational Institutions and the general public, namely, as mentioned at sr. no. '8(a)' to '8(k)' below:</p>	
8. (a)	<p>Each component of the fee, deposits and other charges payable by the learners admitted to such Higher Educational Institutions for pursuing a programme in Open and Distance Learning mode, and the other terms and conditions of such payment</p>	Yes

8. (b)	The percentage of tuition fee and other charges refundable to a learner admitted in such Higher Educational Institutions in case such learner withdraws from such Higher Educational Institutions before or after completion of programme of study and the time within, and the manner in, which such refund shall be made to the learner	Yes
8. (c)	The number of seats approved in respect of each programme of Open and Distance Learning mode, which shall be in consonance with the resources	Yes
8. (d)	the conditions of eligibility including the minimum age of a learner in a particular programme of study, where so specified by the Higher Educational Institution	Yes
8. (e)	The minimum educational qualifications required for admission in programme(s) specified by the Commission or relevant statutory authority or councils, or by the Higher Educational Institution, where no such qualifying standards have been specified by any statutory authority	Yes
8. (f)	The process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each programme of study and the amount of fee to be paid for the admission test	Yes
8. (g)	Details of the teaching faculty, including therein the educational qualifications and teaching experience of every member of its teaching faculty and also indicating therein whether such member is employed on regular or contractual basis or any other	Yes
8. (h)	Pay and other emoluments payable for each category of teachers and other employees	Yes
8. (i)	Information in regard to physical and academic infrastructure and other facilities, including that of each of the learner support centres (for ODL programmes) and in particular the facilities accessible by learners on being admitted to the Higher Educational Institution	Yes
8. (j)	Broad outline of the syllabus specified by the appropriate statutory body or by higher educational institution, as the case may be, for every programme of study	Yes
8. (k)	Activity planner including all the academic activities to be carried out by the higher educational institution during the academic sessions	Yes
9.	Higher Educational Institution shall publish information at sr. no. '8' above on its website, and the attention of the prospective learners and the general public shall be drawn to such publication on its website and Higher Educational Institution admission	Yes

	prospectus and the admission process shall necessarily be over within the time period mentioned in the Commission Order	
10.	No Higher Educational Institution shall, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a programme of study conducted by it	Not Charged
11.	No person shall, directly or indirectly, offer or pay capitation fee or give any donation, by way of consideration either in cash or kind or otherwise, for obtaining admission to any seat or seats in a programme in Open and Distance Learning mode offered by a Higher Education Institution	Not Offered/Paid
12.	No Higher Educational Institution, who has in its possession or custody, any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such Higher Educational Institution, shall refuse to return such degree, certificate award or other document with a view to induce or compel such person to pay any fee or fees in respect of any programme of study which such person does not intend to pursue or avail any facility in such Higher Educational Institution.	Not in Custody
13.	In case a learner, after having admitted to a Higher Educational Institution, for pursuing any programme in Open and Distance Learning mode subsequently withdraws from such Higher Educational Institution, no Higher Educational Institution in that case shall refuse to refund such percentage of fee deposited by such learner and within such time as notified by the Commission and mentioned in the prospectus of such Higher Educational Institution	Not Refused
14.	No Higher Educational Institution shall, issue or publish- (a) any advertisement for inducing learners for taking admission in the Higher Educational Institution, claiming to be recognised by the appropriate statutory authority or by the Commission where it is not so recognised; (b) any information, through advertisement or otherwise in respect of its infrastructure or its academic facilities or of its faculty or standard of instruction or academic or research performance, which the Higher Educational Institution, or person authorised to issue such advertisement on behalf of the Higher Educational Institution knows to be false or not based on facts or to be misleading.	No such claims made Not done

Part – IX: Grievance Redressal Mechanism

9.1 Compliance status of ‘Grievance Redressal Mechanism’ – As per Annexure - X of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention the mechanism put into place along with brief details of grievances received and actions taken thereof. Also mention that how the learners have been made aware about this mechanism.

Sreenarayanaguru Open University has a mechanism to deal with examination-related grievances. Those with grievances regarding term-end examination can email their grievances to the registrar. They can file their grievances online. Regarding the grievances of continuous internal evaluation, the university takes the following procedure. A Grievance Redressal Committee within each LSC, chaired by the Head of the Institution, with the LSC Coordinator as the convenor and two Senior Academic Counsellors as members, has been proposed. The committee's primary role is to meticulously investigate and assess the merits of any learner complaints lodged. At the first level, learners are directed to seek redressal from the concerned Academic Counsellor regarding CIE and assessment. In the event of unresolved issues, the second level involves approaching the Grievance Redressal Committee within the respective LSC. This committee commits to impartially considering complaints and reaching decisions within a stipulated 7-day timeframe. To enhance the fairness and thoroughness of the process, provision is made for learners to appeal to University authorities if grievances persist beyond the LSC level. The third and final level constitutes a University-level Committee, chaired by the Vice Chancellor, Pro-Vice Chancellor, and including key officials from the Syndicate Standing Committees on Examinations and Academic & Research, with the Controller of Examinations serving as the Member-Secretary. Beyond grievance redressal, additional guidelines emphasize the importance of scheduling Continuous Internal Evaluation components within the Academic Calendar, conducting internal assessments within prescribed timeframes, and maintaining complete transparency throughout the assessment process. Both learners and Academic Counsellors are duly informed about the imperative of transparency within the assessment system, fostering an environment of accountability and fairness in education.

Link: 1. [Examination Grievances Redressal Guidelines](#)
2. [Grievances Redressal Cell Order](#)

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
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1. Through Learners Portal (Restricted for Enrolled students) Link: erp.sgou.ac.in/sgs-new-grievance	Through Learners Portal(Restricted for Enrolled students) Link: erp.sgou.ac.in/sgs-new-grievance
2. Through SGOU website Link: sgou.ac.in/grievance	Through SGOU website Link: sgou.ac.in/grievance

1. [Grievance Redressal- R.D, Thripunithura](#)
2. [Grievance Redressal- R.D Thaassery](#)
3. [Grievance Redressal- RD Kozhikode](#)

9.3 Complaint Handling Mechanism

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

Learners can file their grievances and complaints through ERP, University Website, Email, Mobile Phones, By Post etc. Once the complaint is received, the concerned section is ordered to address the matter and the decision is communicated to the complainant. If not satisfied with the action taken/ reply, the complainant can approach the university, which then refers the matter to the Complaints Grievances Committee examines, and if the remedy taken is still not satisfactory, the office of the Ombudsman is also available for necessary resolution.

1. [Complaint Redressal Policy](#)
2. [Online Complaint redressal mechanism](#)

9.4 Details of Complaints received from UGC (DEB) : No

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

Part – X: Innovative and Best Practices

10.1 Innovations introduced during academic year

- Diploma And Certificate Programmes In Collaboration With Major Institutions
- Innovations And Best Practices
- Open Book Examination

10.2 Best Practices of the HEI

1. Oppam
2. Samanwaya
3. Darppanam
4. Smart Kuttyadi
5. West Kallada Panchayat Educational Project
6. Njangalum Collegilekku
7. Ellavarkkum Birudam Educational Project
8. Cyber Citizenship Program

10.3 Details of Job Fairs conducted by the HEI: Being planned

10.4 Success Stories of students of ODL mode of the HEI

- Kozhikode Learners Group Students Magazine Release
- Freedom Online Quiz
- 06 Students Passed JRF/UGC-NET

10.5 Initiatives taken towards conversion of SLM into Regional Languages

- Humanism and Logic, Environmental Studies, Samskrutha Basha Parichayam

10.6 Number of students placed through Campus Placements: No; Work started

10.7 Details of Alumni Cell and its activity: Cell constituted

- Courses Started in 2022 December Only. Alumni related work is in progress

10.8 Any other Information

[Innovations and Best Practices](#)



EI ID: HEI-P-DEB-2021

Name of HEI: Sreenarayanaguru Open University

Type of HEI: Open University

DECLARATION

I hereby declare that the information given above and in the enclosed documents is true correct and no material has been concealed herein. In case the information provided is found to be contrary to the fact, it will result in the cancellation of the recognition in the ODL programme along with initiation of action as per the provisions of UGC (ODL Programmes & Online Programmes) Regulations, 2020 and its amendments.

Signature of Director-CIQA 	Signature of Registrar 
Name: Prof. Sutheeshna Babu. S	Name: Dr. Sunitha A. P.
Seal	Seal REGISTRAR Sreenarayanaguru Open University Kollam, Kerala -691 601
Date: 30.08.2025	Date: 30.08.2025

Note: Kindly take the print out of duly filled in CIQA Report and submit it to the UGC-DEB Office (after getting it approved by the statutory authorities of HEI and upload the same on the HEI Website. Please refer the provisions regarding CIQA mentioned in the UGC (ODL Programmes & Online Programmes) Regulations, 2020 and its amendments.

