



डॉ. (श्रीमती) रेनु बतरा
संयुक्त सचिव

Dr. (Mrs.) Renu Batra
Joint Secretary



विश्वविद्यालय अनुदान आयोग
University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)
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F.No. UGC/DEB/TISS/MUM/MAH/2013/

August, 2015

To
The Director,
Tata Institute of Social Sciences
V.N. Purab Marg
Deonar
Mumbai-400088
Maharashtra.

Sub : Continuation of recognition to Tata Institute of Social Sciences, Mumbai, Maharashtra for offering programmes through Open & Distance Learning (ODL) mode for academic year 2015-16 – reg.

Sir,

1. Reference is invited to this office letter F.No. UGC/DEB/TISS/MUM/MAH/2013/7392-7396 dated 5th June, 2014 vide which Institute was given extension of recognition for the academic year 2014-15.

In reply to this office letter No. F/12-2/2015 DEB III dated 29th May 2015, the reference received vide your letter No. Acad/UGC/07/2015 dated 02.7.2015 on the subject cited above along with the affidavit on the prescribed format, I am to inform you that the University Grants Commission (UGC) in its 505th meeting held on 22nd December, 2014 has taken a decision to maintain status quo for 2015-16 and accordingly the recognition/approval granted to the University for 2014-2015 vide aforementioned letter dated 5th June, 2014 would continue for the academic year 2015-16. Your University may continue to offer the following programmes i.e.

- (i) Master of Arts in Elementary Education
- (ii) Post Graduate Diploma in Digital Library and Information Management
PGDLIM (e-Learning Course)

as given along with the affidavit, through ODL mode which were approved by the statutory body of your Institute and were offered during 2014-15 as per recognition given earlier vide letter No. DEC/TISS/MUM/MAH/2011/5343 dated 04.05.2011 (copy enclosed)

2. The Institute is advised not to offer any unapproved programme otherwise, the Institute will have the sole responsibility of the consequences arising out of it. The University shall compulsorily observe the following terms and conditions while offering the programmes through Open and Distance Learning mode during 2015-16 in accordance with the affidavit dated 02.07.2015 duly notarised and signed by, Sh. C.P. Mohan Kumar, the Registrar of Tata Institute of Social Sciences, Mumbai, Maharashtra forwarded by the Registrar himself vide letter No. Acad/UGC/07/2015 dated 02.7.2015 mentioned above :-



- i) The University shall offer only those programmes through open and distance mode which are approved by the statutory bodies of the University as per norms and also by UGC and wherever necessary by the Apex regulatory bodies of the country.
- ii) It is the responsibility of the University to follow the norms prescribed by the concerned regulatory body/ies such as UGC/AICTE/NCTE, or any other and also seek its/their prior approval, wherever required, before offering any specific programme through distance mode.
- iii) The University shall not start any new programme without prior approval of UGC and other concerned regulatory authorities in anticipation of recognition.
- iv) The Nomenclature of all programmes shall be as per UGC/AICTE Regulations.
- v) No teacher education programmes shall be offered without prior approval of the NCTE.
- vi) The MHRD directions prohibiting B.E./B.Tech through Distance mode vide its letter dated 29.7.2009 shall be adhered to strictly (copy at UGC website).
- vii) Programmes in Engineering and Technology i.e. BE/B.Tech/Diploma courses in Medicine/Nursing/Physiotherapy etc. are not allowed through distance mode and University shall not offer the same.
- viii) The University shall refrain from offering such programmes that are not allowed to be offered through distance mode by respective Apex body/ies.
- ix) No on line programme leading to award of degree/certificate shall be offered by the Institute until a policy is framed and approved by UGC in this regard.
- x) The minimum duration of a programme offered through ODL mode should not be less than the minimum duration of similar programme offered through the regular mode.
- xi) The University shall run its Open and Distance Learning programmes in those subject/fields which are offered by it through regular mode only.
- xii) The University should have at least one full time faculty member exclusively for coordinating each programme at the headquarters.
- xiii) The eligibility conditions for admissions shall be as per norms of UGC/AICTE and other regulatory bodies.
- xiv) The territorial jurisdiction in respect of University for offering programmes through distance mode will be as per the policy of UGC on territorial jurisdiction and opening of off campuses/centres/study centres as mentioned in the UGC notification No.F.27-1/2012 (CPP-II), dated 27th June, 2013, a copy of which is also posted in the UGC website www.ugc.ac.in/deb/.
- xv) In respect of standalone Institutions (other than the Universities), the territorial jurisdiction will be headquarters.
- xvi) The programme in distance mode will not be offered through franchising

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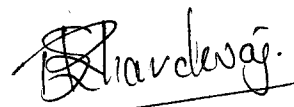
3. Moreover, the University shall not offer any M.Phil/Ph.D Programme through distance learning mode in compliance to clause 5 of the UGC (Minimum Standard and Procedure for awards of M.Phil./Ph.D Degree), Regulation 2009.
4. The University's management of the distance education programmes will be open for review and inspection by the UGC. The academic norms of the programmes shall be under monitoring by the concerned regulatory authorities.
5. Your University is required to send a list of programmes (approved by the statutory bodies) and DEB/UGC that are on offer through distance mode during 2015-16, duly authenticated by the Registrar. It may also be noted that :
 - i) If the University/Institution fails to comply with the conditions of recognition or if it is found conducting affairs in a manner that leads to deterioration of academic standards, the UGC may withdraw its recognition.
 - ii) In case any information, documentary evidence submitted/produced by the University/Institution is found to be false or fake at a later stage, the recognition of University/Institution shall be withdrawn and the University/Institution concerned shall be solely responsible for the career of the students enrolled.

Yours faithfully,


(Renu Batra)
Joint Secretary

Encl. – As above.
C.C.

1. The Director, School of Distance Education, Tata Institute of Social Sciences, V.N. Purab Marg, Deonar, Mumbai-400088, Maharashtra.
2. The Principal Secretary, Technical and Higher Education Department, Govt. of Maharashtra, Mantralaya, Annex Building, Mumbai, Maharashtra -400032.
3. The Member Secretary, All India Council for Technical Education (AICTE), 7th floor, Chanderlok Building, Janpath, New Delhi -110001.
4. The Joint Secretary (TEL), Department of Higher Education, MHRD, Govt. of India, Shastri Bhawan, New Delhi – 110015.
5. ✓ Concerned File
6. Master File
7. Publication Officer (Web), UGC for updating website.


(R.I.S. Bhardwaj)
S.O



इन्दिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय
INDIRA GANDHI NATIONAL OPEN UNIVERSITY

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दूरस्थ शिक्षा परिषद
DISTANCE EDUCATION COUNCIL

डॉ. विकास गुप्ता
निदेशक
Dr. Vikas Gupta
Director

To

The Director
Tata Institute of Social Sciences
V.N. Purab Marg,
Deonar, Mumbai-400088
Maharashtra

5343
F.No.DEC/TISS/MUM/MAH/2011/
Dated: 04.05.11

Sub: Recognition of Tata Institute of Social Sciences, Mumbai, Maharashtra by the Distance Education Council- reg.,

Dear Sir/Madam,

With reference to your application seeking recognition of Distance Education Council for offering programmes through distance education mode, an Expert Committee was constituted comprising nominees of UGC, AICTE and DEC, which visited your Institution and submitted its recommendations. The recommendations of the Expert Committee were placed before the Distance Education Council in its 38th meeting. Based on the decision of the Distance Education Council, I have been directed to inform that your Institution has been accorded recognition for a period of three academic years w.e.f. academic year 2011-12 to academic year 2013-14 for offering following programmes through distance education mode:

PROGRAMMES RECOMMENDED

| Sl No | Course | Eligibility criteria | Duration of the course |
|-------|--|--|------------------------|
| 1 | Master of Arts in Elementary Education | (a) A Bachelor's Degree of a minimum of 3 years duration or its equivalent (under the 10+2+3 or 10+2+4 or 10+2+2+1 year bridge course pattern of study or any other pattern fulfilling the mandatory requirements of 15 years formal education) from a recognised university, in any discipline. OR (b) Candidates who will complete all the requirements of their final year Bachelor's Degree examinations by Saturday, June 11, 2011, are also eligible to apply to all the programmes, provided they have successfully completed their first and second years, if the degree course is of 3 years; and the first, second and third years, if the degree course is of 4 years. Candidates applying for the M.A. Education (Elementary) programme should complete all the requirements by May 8, 2011. In such cases, admission to any of the Master's Degree Programmes of the Institute will be provisional. If a provisionally admitted student fails in the final year examination, the offer of provisional | 2 years |

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| | | | |
|---|--|--|-------|
| | | admission automatically stands cancelled. | |
| 2 | Post Graduate Diploma in Digital Library and Information Management PGDLIM (e-Learning Course) | <ul style="list-style-type: none"> • Bachelor of Library and Information Science (BLISc) or Masters of Library and Information Science (MLISc) • Persons with disability: 3% seats are reserved for PWD of which 1% each is reserved for (a) Low Vision/ Blindness (B) hearing impairment and (c) Locomotor Disability/ Cerebral Palsy • Preference given to candidates with relevant work experience | 1 ye. |

Note: The programme on Diploma in Financial Management & Accounting is not being recommended in the present form since it requires proper re-structuring in terms of its transaction and evaluation methodology.

A. The recognition to above programmes is subject to the compliance of the following by the University.

- The University should conduct training programmes for the Faculty and Counsellors for development of Self Learning Material and other ODL pedagogy with the support of STRIDE, IGNOU, and other Schools of IGNOU and/or other bodies of similar caliber as per need, in consultation with the DEC. The University should revise its study material on completion of this training programme.
- All course material should contain a "credit page", clearly giving the material design/writing/editing teams.
- The University should have moderation Committees for moderation of Assignments/question papers etc of the programmes being recommended.
- The University should give more weightage to term end evaluation in all the programmes being recommended.
- The University should constitute an Advisory Board for the School of Distance Learning with a representative of DEC as a member.

B. The University/Institution may note that:

1. The Institution will offer only such programmes through distance mode which are offered by the Institution through regular face-to-face mode and approved by the Distance Education Council as mentioned in this letter. The Institution will not offer any other programme through distance mode other than those approved by the Distance Education Council.
2. Technical, Engineering programmes require AICTE recognition. Any other professional programme requires approval from the concerned Statutory Council.
3. Programmes in the areas of Health, Nursing, Dentistry, and allied areas may be offered with the approval of the statutory councils/regulatory bodies, wherever required.
4. It will be the responsibility of the Institution to follow the norms prescribed by the regulatory bodies, and seek their approval, wherever required.
5. The nomenclature of the programmes should be strictly as prescribed by the UGC/AICTE and approved by the Distance Education Council.
6. The eligibility conditions and duration of programmes will be as per the DEC norms and for professional and technical programmes as per the norms laid down by the AICTE. No admission to MBA, PGDBM and MCA programmes can be done without ensuring that that the student has secured a valid score in the entrance test examination for this purpose.
7. The Institution shall limit admission to maximum 60 seats per programme per Study Centre for Management, Computer & IT, and Allied Health Sciences programmes. For laboratory/Practical work, the institution can have a maximum of 30 students in a batch subject to maximum 60 students per Study Centre. The Study Centre be owned by the University and should be opened with the approval of EC/BOM of the University concerned.
8. The Institution should have at least one full time faculty member exclusively for coordinating each programme.
9. The territorial jurisdiction for offering programmes through distance mode will be as per the decision taken in the 35th Meeting of the Distance Education Council. In its 35th meeting the Council noted that distance education and online education cannot have the Territorial Jurisdiction. In case of Central Universities and the State Universities, the Territorial Jurisdiction will be as per their Acts and Statutes for offering programmes through distance mode. The Territorial Jurisdiction in case of Deemed Universities will be

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as per UGC, which mandates the prior approval of the UGC for opening Centres / off Campus Centres outside the Headquarters. The Territorial Jurisdiction in case of Private Institutions (other than Universities) will be as decided by the Joint Committee, which has decided that the territorial jurisdiction for the institutions (both private as well as Govt funded) shall be the Headquarters, and in no case outside the State.


10. The Distance Education Council prohibits franchising of Study Centres. Thus, your Institution will not franchise any Study Centre.
11. The Institution's management of the distance education programmes will be open for review and inspection from time to time by DEC to provide inputs for further improvement or as deemed necessary. The academic norms of the programmes shall be under monitoring and regulation by the concerned regulatory authorities.
12. For Management and Computer Science programmes, the Institution should also note that
 - The programme should have a mandatory internship of six months;
 - Institute/University concerned should seek accreditation from National Board of Accreditation as per prevailing rules;
 - Institute/University concerned should have concerned Department and the conventional universities should have on campus programme on offer;
 - Institute/University concerned should not have advertised for the programmes before receiving the approval letter;
 - Institute/University concerned should disclose, on line, in public domain the details of the student admitted, centre-wise, as per the format to be prescribed by AICTE;
 - Institute/University concerned should ensure delivery of the course material on-line with in one year of the date of approval;

It may be noted that before launching the programme the Institution should submit an affidavit within 30 days from date of issue of this letter that it agrees to and will abide by all terms and conditions contained in this letter. In case, the DEC does not receive the affidavit within 30 days from date of issue of this letter, the approval accorded to your Institution will be considered as withdrawn. Further, if it is found that the Institution is flouting any norms, then the recognition accorded to your Institution will be withdrawn without any notice.

Thanking you,



Yours sincerely,


(Vikas Gupta)
Director (DEC)

Copy to:

1. Director I/C, Distance Education,
Tata Institute of Social Sciences,
V.N. Purab Marg,
Deonar, Mumbai-400088
Maharashtra
2. Concerned File
3. Guard File

