

HEI ID: HEI-U-0108

Name of HEI: Jamia Millia Islamia

Type of HEI: Dual Mode

Annual Report

OF

**CENTRE FOR INTERNAL QUALITY ASSURANCE
(CIQA)**

**PROGRAMMES UNDER
OPEN AND DISTANCE LEARNING MODE
2025-26**

Contents

Part – I: General Information	3
Part – II: Requirements as per Centre for Internal Quality Assurance (CIQA) Functioning.....	9
Part – III: Human Resources and Infrastructural Requirements	22
Part – IV: Examinations	27
Part – V: Programme Project Report (PPR) and Self-Learning Material (SLM)	35
Part – VI: Programme Delivery through Learner Support Centre (LSC).....	37
Part – VII: Self Regulation through disclosures, declarations and reports	42
Part – VIII: Admission and Fees	45
Part – IX: Grievance Redressal Mechanism.....	49
Part – X: Innovative and Best Practices.....	50
DECLARATION	52

Part – I: General Information

1.1 Date of notification of the Centre: 28.3.2023 as per the order no. F. No. AS-76/ RO/2023

Uploaded

1.2 Details of Director, CIQA

- Name : **Prof. Aslam Khan**
- Qualification: **Ph.D.**
- Appointment Letter and Joining Report: Upload (PDF): **Uploaded**

1.3 Details of CIQA Committee:

a. Composition as per Regulations

S. No.	Designation	Nomination as	Name and Qualification	Specialization	Date of Nomination In CIQA Committee
a.	Vice Chancellor of The University	Chairperson	Prof. Mazhar Asif, Ph.D.	Persian Literature	21/08/2026
b.	Three Senior teachers of HEI	Member 1	Prof. Abuzar Khairi, MMAJ Academy of International Studies, JMI	International Relations	21/08/2026
		Member 2	Prof. Mohammad Mahfuzul Haque, Ph.D.	Biotechnology	21/08/2026
		Member 3	Prof. Sarika Sharma, Ph.D.	Education	21/08/2026
c.	Head of three Departments or School of Studies offering recognized programmes in Open and Distance Learning and Online mode	Member 4	Prof. Amirul Hasan Ansari, Ph.D.	Management	21/08/2026
		Member 5	Prof. Neeraj Kumar, Ph.D.	Hindi	21/08/2026
		Member 6	Prof. Preeti Sharma, Ph.D.	History	21/08/2026
d.	Two external experts of Open and Distance Learning and/or Online education	Member 7	Prof. Amrita Nigam, Ph.D.	Biosciences,	21/08/2026
		Member 8	Prof. Rajani Ranjan Singh, Ph.D.	Education	21/08/2026

e.	Administration (Registrar)	Member 9	Prof. Md. Mahtab Alam Rizvi	Political Science	21/08/2026
	Finance (Finance Officer)	Member 10	Prof. Md. Kamalun Nabi	Commerce	21/08/2026
f.	Director, CIQA	Member Secretary	Prof. Aslam Khan	International Relations	21/08/2026

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

If No, reason thereof: Y

YES

1.4 Number of meetings held and its approval:

a. No. of meetings held every year: 1

b. Meeting details:

Meetings	Date-Month- Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting 1	29/05/2023	2	Uploaded	https://jmi.ac.in/upload/menupload/cdoe_report_CIQA_open_and_distance_mode_2020_2021.pdf
Meeting 2	29/05/2023	2	Uploaded	https://jmi.ac.in/upload/menupload/cdoe_report_CIQA_open_and_distance_mode_2021_2022.pdf
Meeting 3	21/08/2024	2	Uploaded	https://jmi.ac.in/upload/menupload/cdoe_report_CIQA_dl_2022_2023.pdf
Meeting 4	21/08/2024	2	Uploaded	https://jmi.ac.in/upload/menupload/cdoe_report_CIQA_dl_2022_2023.pdf

				report_CIQA_0 DL%20Report_ 2023-24.pdf
Meeting 5	29/08/2025	2	Uploaded	https://jmi.ac.in/upload/men uupload/cdoe_ report_CIQA_0 DL_2024- 25.pdf

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

From 2025-26 Academic Session: Nil

Sr. No.	Name of the Department	Certificate Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority (s) (DD-MM- YYYY) of HEI/Regulatory authority (if required)	Number of students admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
1.	Computer	Certificate in Information Technology (CIT)	1 year	40	10+2	Rs 8000/-	YES	20	14	0	34
2	Computer	Certificate in Computer Hardware and Network Technology (CCHNT)	1Year	40	10+2	Rs 8000/-	YES	13	0	0	13

***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:

From 2025-26 Academic Session: 8

Sr. No.	Name of the Department	Diploma Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority (s) (DD-MM-YYYY) of HEI/Regulatory authority(if required)	Number of students admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
1.	Mass	Advanced	1 Year	40	Bachelor's	10,000/-	YES	15	2	0	17

	Communication	Diploma in Educational Media Production			degree	-					
2	Public Administration	Advanced Diploma in Public Policy and Governance	1 Year	40	Bachelor's degree	10,000/-	YES	27	1	0	28
3	Management	Advanced Diploma in Logistics and Supply Chain Management	1 Year	40	Bachelor's degree	10,000/-	YES	11	2	0	13
4	Political Science	Advanced Diploma in International Relation and Global Governance	1 Year	40	Bachelor's degree	10,000/-	YES	6	7	0	13
5	Finance	Advanced Diploma in Taxation	1 Year	40	Bachelor's degree	15,000/-	YES	4	2	0	6
6	Geography	Advanced Diploma in Geoinformatics	1 Year	40	Bachelor's degree	10,000/-	YES	22	8	0	30
7	Education	Advanced Diploma in Guidance & Counselling	1 Year	40	Bachelor's degree	10,000/-	YES	68	217	0	285
8	Education	Diploma in Early Childhood Care and Education	1 Year	40	Bachelor's degree	10,000/-	YES	1	47	0	48

***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:

From 2025-26 Academic Session: Nil

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

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.**

From 2025-26 Academic Session: 4

Sr. No.	Under - Graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	Number of students admitted (Male/Female/Trans-gender)			
							M	F	TG	Total
1.	Bachelor of Arts (General)	3 Years	72	10+2	Rs 8000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	1768	3365	0	5133
2.	Bachelor of Commerce	3 Years	72	10+2	Rs 8000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	424	327	0	751
3.	Bachelor of Business Administration	3 Years	80	10+2	Rs 9500	40-1/2021 (ODL) (DEB II) 15 Feb 2022	1214	567	0	1781
4.	Bachelor of Commerce (International Business and Finance)	3 Years	76	10+2	Rs 9500	40-1/2021 (ODL) (DEB II) 15 Feb 2022	186	128	0	314
5	B Ed	2 Years	80	Bachelor's degree	Rs 25,000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	784	1121	0	1905

Not for Private University*Note: Mention details separately for <Month, Year>academic session, as applicable, as above.**

1.9 Number of programmes started at Post Graduate Degree Programmes as per Commission order:

From 2025-26 Academic Session: 13

Sr. No.	Post-graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	Number of students admitted (Male/Female/Trans-gender)			
							M	F	TG	Total
1	MA (Urdu)	2 Years	80	Graduation in any discipline	Rs 11,000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	45	84	0	129
2	MA (Education)	2 Years	80	Graduation in any discipline	Rs 13,000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	22	148	0	170
3	MA (Hindi)	2 Years	80	Graduation in any discipline	Rs 11,000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	18	42	0	60
4	MA (Political Science)	2 Years	80	Graduation in any discipline	Rs 11,000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	213	319	0	532
5	MA (History)	2 Years	80	Graduation in any discipline	Rs 11,000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	70	162	0	232
6	MA (Sociology)	2 Years	80	Graduation in any discipline	Rs 11,000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	44	52	0	96
7	M Com	2 Years	82	Graduation in any discipline	Rs 13,000/-	40-1/2021 (ODL) (DEB II) 15 Feb 2022	99	126	0	225
8	MA (Public Administration)	2 Years	80	Graduation in any discipline	Rs 11,000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	30	56	0	86
9	MA (HRM)	2 Years	118	Graduation in any discipline	Rs 17,000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	104	134	0	238
10	MBA	2 Years	132	Graduation in any discipline	Rs 30,000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	441	187	0	628
11	MA (Islamic Studies)	2 Years	80	Graduation in any discipline	Rs 11,000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	30	35	0	65
12	MA (Geography)	2 Years	88	Graduation in any discipline	Rs 12,000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	43	37	0	80
13	MA (English)	2 Years	80	Graduation in any discipline	Rs 11,000	40-1/2021 (ODL) (DEB II) 15 Feb 2022	53	234	0	287

Not for Private University*Note: Mention details separately for <Month, Year>academic session, as applicable, as above.**

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

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- Learner support and academic services at the Centre for Distance and Online Education (CDOE), Jamia Millia Islamia, are delivered through a structured quality assurance framework. Academic activities are planned in advance and are regularly reviewed and monitored to ensure effective delivery and maintenance of prescribed academic standards. 2- Learners are provided timely information regarding counselling/workshop, academic calendar, schedules and important deadlines. Regular communication and appropriate support mechanisms enable students to remain informed and manage their academic responsibilities in an organised manner. 3- Key academic activities, including the preparation of Programme Project Reports (PPRs) and the development and review of Self-Learning Materials (SLMs), are undertaken in accordance with the applicable regulatory and institutional requirements. The CIQA provides institutional oversight for quality-related processes and facilitates coordination, compliance, periodic review and continuous improvement. These mechanisms contribute towards strengthening academic quality and enhancing the overall learner-support system of CDOE, JMI.	Counselling/Workshop Schedule: https://cdoejmi.ac.in/counselling-workshop-schedule/ Academic Callender: https://cdoejmi.ac.in/academic-calendar/ PPR: https://cdoejmi.ac.in/ppr/

2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	1- Students' academic progress is reviewed regularly through assignments. 2- Regular interaction between learners, Programme Coordinators and Counsellors is encouraged so that students can seek guidance and clarify academic queries whenever required. 3- Learners are encouraged to connect through suitable online platforms (Google Classroom, WhatsApp) and study groups for discussion, exchange of ideas and collaborative learning. They are also advised to use relevant and reliable online academic resources to remain informed and engaged.	Counselling Session Detail: https://cdoejmi.ac.in/counseling-workshop-schedule/
3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	1- Providing clear information and guidance to prospective learners regarding programmes, eligibility and admission procedures. 2- Ensuring a transparent and well-organised admission process. 3- Effective planning and delivery of academic activities through appropriate teaching-learning and learner-support mechanisms. 4- Development, review and periodic updating of SLMs. 5- Organising academic interactions to provide learners with subject-specific guidance and support. 6- Providing academic counselling and assistance through Programme Coordinators and Academic Counsellors. 7- Ensuring smooth conduct of examinations, evaluation and timely declaration of results. 8- Timely communication of academic and administrative information such as schedules, notices, deadlines and other important updates to learners. 9- Regular strengthening of Student Support Services through academic guidance, grievance redressal, learner communication and other support initiatives.	Programme Details: https://cdoejmi.ac.in/programs-offered/ PPRs: https://cdoejmi.ac.in/ppr/ Result: https://cdoejmi.ac.in/examination-result/

4.	Mechanism devised to ensure that the quality of ODL programmes matches with the quality of relevant programmes in conventional mode (For Dual Mode HEIs)	1- The eligibility criteria for admission to ODL programmes are kept in line with those prescribed for the corresponding regular programmes of Jamia Millia Islamia. 2- The syllabus of ODL programmes follow those of the corresponding regular programmes of the University, ensuring consistency in course content, learning outcomes, academic standards and subject coverage. 3- SLMs are developed by subject experts on the basis of the curriculum and syllabus followed in the corresponding regular programmes. The content is suitably adapted for self-learning while maintaining the academic quality and coverage of the regular programmes. 4- The assessment and evaluation system of ODL programmes, including assignments, examinations and grading, is aligned with the academic standards and evaluation framework of the corresponding regular programmes. 5- Faculty members associated with the regular programmes of the University contribute to ODL programmes through curriculum development, preparation and review of SLMs, academic counselling and other learner-support activities, helping maintain comparable academic standards across both modes.	List of PG ODL: https://cdoejmi.ac.in/post-graduate-odl/ https://cdoejmi.ac.in/master-of-business-administration/#
5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality	1- Feedback from learners is obtained through Google form and Google Classroom. 2- Programme Coordinators maintain regular communication with learners to understand their academic requirements, concerns and suggestions. 3- Digital platforms such as Google Classroom and WhatsApp groups are used for regular interaction. Learners can also communicate directly with	Dedicated Grievance Cell Email ID: cdoe.grievance@jmi.ac.in

	improvement.	their Programme Coordinators. 4- Learners can raise concerns through the established grievance redressal mechanism. The feedback and grievances received are examined by the Grievance Committee for appropriate action and improvement. 5- Feedback and suggestions from Academic Counsellors, Programme Coordinators are obtained through meetings and regular academic interactions for improving programme delivery, SLMs and learner-support services. 6- LSCs provide an additional channel for interaction with learners and communicate relevant feedback and concerns to CDOE for necessary action. 7- Inputs from University officials, administrative staff, subject experts and other relevant stakeholders are considered, wherever applicable, while reviewing academic and administrative processes.	
6	Measures suggested to the authorities of Higher Educational Institution for qualitative improvement	1- Regular review of stakeholder feedback from learners, teachers, Academic Counsellors, Programme Coordinators, LSCs and other relevant stakeholders, with appropriate follow-up action. 2- Strengthening the use of digital platforms and technology for academic communication, learner engagement, counselling and delivery of learner-support services. 3- Expansion and Strengthening of LSCs. 4- Development and Implementation of a Learning Management System (LMS) for CDOE.	
7	Implementation of its recommendations through periodic reviews	1- CIQA reviews the academic and administrative activities of CDOE from time to time. 2- Recommendations made by CIQA are shared with the concerned sections for necessary action. 3- Progress on these recommendations is reviewed periodically. 4- Follow-up action is taken wherever required for quality improvement.	https://cdoejmi.ac.in/ciq

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- Internal Workshop on SLM development and quality improvement was organised. 2- Guest lectures and orientation programmes are regularly organised for students. 3- A conference on Distance and Online Education is also being planned.	
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- Online admission and fee payment facilities are provided to learners. 2- Dedicated POS machine has been installed to facilitate fee payments and other student-related transactions. 3- Dedicated helpline numbers are available for handling student queries and providing timely assistance. 4- Academic information, examination schedules, notices and other updates are shared through digital platforms and the CDOE website. 5- SLMS and other academic resources are made available to learners. 6- Google Classroom, WhatsApp groups and direct interaction with Programme Coordinators are used for learner communication and academic support. 7- Best practices and learner feedback are reviewed from time to time for improvement of learner-support services.	Helpline Numbers:
10	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	1- Programme-wise and learner-related data is collected on a weekly basis and systematically maintained by CDOE. 2- The data is regularly compiled and updated for monitoring, academic planning and quality improvement. 3- Relevant data and reports are shared with the University, as required.	Student Strength: https://cdoejmi.ac.in/student-strength/
11	Measures taken to ensure that Programme Project Report for each programme is according to the	1- PPR is prepared for each programme in accordance with the prescribed UGC-DEB Regulations and guidelines and format as prescribed in Annexure V of the UGC (Open and Distance Learning Programmes and Online Programmes)	https://cdoejmi.ac.in/ppr/

	norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme	Regulations. 2- PPR is prepared with inputs from the concerned department in regular mode, Programme Coordinator and subject experts. 3- PPR is placed before the concerned bodies of the University for approval, as applicable. 4- PPRs are reviewed and updated whenever required to ensure compliance with the prescribed norms.	
12	Mechanism to ensure the proper implementation of Programme Project Reports	1- Programme Coordinators monitor the implementation of PPRs to ensure that programmes are delivered as approved.	
13	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	1- Annual Reports of CDOE are prepared and maintained regularly. 2- The Annual Report is submitted to the IQAC, Jamia Millia Islamia. 3- The activities are reviewed periodically and necessary follow-up action is taken for quality improvement.	
14	Inputs provided to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.	1- Graduate, Postgraduate, Diploma, Advanced Diploma and Certificate programmes are reviewed periodically to maintain their academic relevance and usefulness for employment and skill development. 2- New skill-based and job-oriented programmes are introduced in response to emerging academic, professional and industry requirements. 3- Inputs from academic and industry experts are considered while introducing or revising programmes.	https://cdoejmi.ac.in/programs-offered/
15	Facilitated system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system	1- Academic counselling and contact classes are organised to provide academic support and direct interaction with learners. 2- Programme Coordinators and Academic Counsellors provide regular guidance and address learners' academic concerns. 3- Digital platforms such as Google Classroom and WhatsApp groups are used for academic interaction, sharing learning resources and communication	

		with learners. 4- Learner feedback is collected and reviewed to identify areas for improvement in academic delivery and learner-support services. 5- Academic and learner-support practices are reviewed periodically for continuous quality improvement.	
16	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	1- CDOE provides required data and records for NAAC and other accreditation processes. 2- It coordinates with IQAC and concerned University departments as required.	
17	Measures adopted to ensure internalisation and Institutionalisation of quality Enhancement practices through periodic accreditation and audit	1- Curriculum review for quality improvement. 2- Academic Audit of CDOE (in progress). 3- Periodic review of academic and administrative activities through CIQA.	
18	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	1- UGC-DEB guidelines and directions are regularly followed and necessary action is taken accordingly. 2- Guidance/clarification is sought from UGC-DEB whenever required.	
19	Information obtained from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.	1- Best practices of other universities are reviewed for quality improvement. 2- UGC Online programmes are attended for updates and guidance.	
20	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal	1- Recorded lectures are maintained as part of academic quality and learner support activities. 2- Records of these activities are maintained for inclusion in the CIQA Annual Report.	CDOE Recorded Lectures: https://www.youtube.com/watch?v=otYWu37l_S0 https://www.youtube.com/watch?v=BCwXO36uX9Y

	Quality Assurance.		https://www.youtube.com/watch?v=CeGn81d7p00 https://www.youtube.com/watch?v=QXJEkgRtgB4
21	(a) Submitted Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session.	Yes	https://cdoejmi.ac.in/wp-content/uploads/2026/07/cdoe_report_CIQA_ODL_2024-25.pdf
	(b) Submitted a copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution annually to the Commission.	Yes	https://cdoejmi.ac.in/wp-content/uploads/2026/07/cdoe_report_CIQA_ODL_2024-25.pdf
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	1- CIQA oversees the quality-related activities of CDOE.	https://cdoejmi.ac.in/ciqa/
23	Facilitated adoption of instructional design requirements as per the philosophy of the Online learning decided by the statutory	1- ODL programmes are designed as per the academic requirements of JMI. 2- Programme structure, SLMs, learner support and assessment methods are planned according to ODL requirements and UGC-DEB guidelines.	

	bodies of the HEI for its different academic programmes		
24	Promoted automation of learner support services of the Higher Educational Institution	1- An AI-enabled chat support facility is available on the CDOE website to assist learners with their queries. 2- Online platforms, dedicated helpline numbers and digital communication tools are also used for learner support.	AI-Enabled Chat Support Facility: https://cdoejmi.ac.in/
25	Coordinated with external subject experts or agencies or organisations, the activities pertaining to validation and annual review of its in-house processes	1- External subject experts are involved in the review of academic processes and their feedback is considered for quality improvement.	
26	Coordinated with third party auditing bodies for quality audit of programme(s)	1- Third-party quality audit of programmes is proposed to be undertaken.	NA
27	Overseen the preparation of Self-Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution	Yes	
28	Promoted collaboration and association for quality enhancement of Online mode of education and research therein	1- CDOE collaborates with Departments/Centres of Jamia Millia Islamia for academic activities and learner support. For example, classes for CIT and CCHNT programmes are conducted in collaboration with the University Polytechnic. Further such collaborations are being encouraged for quality enhancement.	https://www.jmi.ac.in/upload/menupload/cdoe_datesheet_CIT_CCHNT_2026july9.pdf
29	Facilitated industry-institution linkage for providing exposure to the learners and enhancing their employability.	1- A Job Fair is planned in November 2026 to provide learners with employment opportunities and interaction with potential employers. Industry interaction and employability-related activities are also being encouraged.	

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

Sr. No.	Provisions in Regulations	Action taken in respect of online programmes	Upload relevant document
1.	Governance, Leadership and Management: a. Organisation Structure and Governance b. Management c. Strategic Planning d. Operational Plan, Goals and Policies	a. Organisation Structure and Governance: CDOE has a clear organisational structure with defined academic and administrative responsibilities. b. Management: The Director, Programme Coordinators and staff manage the academic, administrative and student support activities of CDOE. c. Strategic Planning: CDOE plans new programmes, improvement of SLMs, expansion of LSCs and better student support services. d. Operational Plan, Goals and Policies: Activities are planned and carried out as per University rules, UGC guidelines and the academic calendar.	
2	Articulation of Higher Educational Institutional Objectives c	a- CDOE aims to provide accessible and quality education through ODL mode. b- The focus is on learner-centred education. c- Use of technology and digital tools is encouraged for better content delivery, communication and learner support. d- Programmes are planned to	

		meet academic, skill-development and employment needs of learners.	
3	Programme Development and Approval Processes a. Curriculum Planning, Design and Development b. Curriculum Implementation c. Academic Flexibility d. Learning Resource e. Feedback System	a. Curriculum Planning, Design and Development: Programmes and curricula are developed and revised with inputs from the concerned regular departments, faculty and subject experts, as per UGC-DEB requirements. b. Curriculum Implementation: Programmes are implemented as per the approved curriculum, academic calendar and UGC guidelines. c. Academic Flexibility: CDOE provides flexibility in learning. d. Learning Resource: SLMs, recorded lectures and other learning resources are provided to support learners. e. Feedback System: Feedback from learners is collected and used for improvement of programmes and learner-support services.	https://cdoejmi.ac.in/academic-calendar/
4	Programme Monitoring and Review	a. CDOE regularly monitors and reviews its academic programmes. b. Feedback is used for programme improvement.	
5	Infrastructure Resources	a. CDOE has adequate infrastructure for academic and learner-support activities. b. A Media Lab has been developed for recording lectures and providing practical and skill-based learning to students.	
6	Learning Environment and Learner Support	a. CDOE provides academic and learner support through	

		academic counselling. b- Library facilities with books and other learning resources are available to learners. c- Recorded lectures and digital communication tools are also used for academic support.	
7	Assessment and Evaluation	a. Learners are assessed through assignments, projects/practical work and semester-end examinations, as applicable. b- 70% weightage is given to the theory examination and 30% to internal assessment. c- Assessment and evaluation are carried out as per University guidelines and the approved programme structure.	https://cdoejmi.ac.in/assignments/
8	Teaching Quality and Staff Development	a- Programme Coordinators are encouraged to participate in orientation/refresher programmes, workshops, seminars and conferences to update their knowledge and skills. b- Workshops and training programmes are also organised/planned for SLM development and improvement in teaching and learner support.	

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 activities are planned as per the Academic Calendar. Programme delivery, counselling sessions, examinations and other academic activities are planned and monitored accordingly.	Academic Calendar https://cdoejmi.ac.in/academic-calendar/

Sr. No.	Provisions in Regulations	Action taken in respect of ODL	Upload relevant document
2.	Validation	Programmes are reviewed to ensure that the curriculum, SLMs, learner support and academic delivery are as per the approved programme structure and UGC guidelines.	https://cdoejmi.ac.in/ppr/
3.	Monitoring, Evaluation and Enhancement Plans		
a.	Reports from Learner Support Centres (for Open and Distance Learning programmes)	A dedicated LSC Committee is being constituted to monitor the functioning of LSCs, review feedback and strengthen learner support services.	https://cdoejmi.ac.in/learner-support-centre/
b.	Reports from Examination Centres	Examination-related data and reports are collected and maintained by CDOE for monitoring and review.	
c.	External Auditor or other External Agencies report	External quality audit has not been undertaken so far. It is proposed to be undertaken.	NA
d.	Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institution levels	Programme-wise and learner-related data is collected on a weekly basis and maintained for monitoring, review and academic planning.	
e.	Reporting and Analytics by the Higher Educational Institution	Academic and learner-related data is regularly compiled and shared with the IQAC, as required.	
f.	Periodic Review	Academic programmes and learner-support activities are reviewed periodically by CDOE and CIQA for quality improvement.	https://jmi.ac.in/upload/menuupload/cdoe_report_CIQA_ODL_2024-25.pdf

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

Prof. Aslam Khan

Designation – Director

Qualifications – Ph. D

(Salary details, Appointment Letter and Joining Report is attached and uploaded for reference)

Name and details of Deputy Director of Centre for Distance and Online Education (Dual Mode University) - Full time or contractual basis, at least Associate Professor

Or

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

Name and details of Assistant Director of Centre for Distance and Online Education (Dual Mode University) - Full time or contractual basis, not below the rank of an Assistant Professor

Or

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

Dr. Sami Ahmad, Ph.D.

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

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

(i) Physical Infrastructure:

Total Built-up area for Open and Distance Learning activity

Sr. No.	Area	Built-Up Area (Sq. m.)
1	Basement	411.095
2	Ground Floor	401.709
3	First Floor	401.709
4	Second Floor	401.709
5	Third Floor	401.709
6	Terrace	66.615
	Total	2084.546

(ii) Faculty Requirement:

Programmes Names	No. of Faculty Required	No. of Faculty Appointed	Complied (Yes/No)	If no reason thereof
UG	8	8	Yes	
PG	26	26	Yes	
PGD			NA	CDOE, JMI don't have any PGD programme

S N	Program me Name	No. of Full Time Dedicated Faculty for ODL	Names	Designation	Qualificati on	Experi ence	Type (Regular/ Contract) With Gross Salary			Date of Joining programme and joining report
							Type	Gross Salary Per Month	Contract Period	
1	MA (History)	2	Dr. Abdullah M. Chishti	Assistant Professor	Ph. D	20 years	Contr actual	Rs 92320/ Month	1 year	12/10/20
			Dr. Deshraj Sakarwal	Assistant Professor	Ph.D.	4 years	Contr actual	Rs 92320/ Month	1 year	01/06/26

2	MA (Urdu)	2	Dr. Md. Imteyaju I Haque	Assistant Professor	Ph. D	4 years	Contr actual	Rs 92320/ Month	1 year	26/07/22
			Dr, Qudsia Nasir	Assistant Professor	Ph. D	8 years	Contr actual	Rs 92320/ Month	1 year	14/03/23
3	MA (Education)	2	Dr. Gulshan Mufeed	Assistant Professor	Ph. D	10 years	Contr actual	Rs 92320/ Month	1 year	03/02/26
			Dr. Mohd. Zubair	Assistant Professor	Ph. D	10 years	Regul ar	As per UGC norms	Permane nt	02/07/26
4	MA (Hindi)	2	Dr. Akram Hussain	Assistant Professor	Ph. D	2 years	Contr actua	Rs 92320/ Month	1 year	01/06/26
			Dr. S K Verma	Associate Professor	Ph. D	20 years	Regul ar	As per UGC norms	Permane nt	29/02/20
5	MA (Political Science)	2	Dr, Md. Imtiyaz	Assistant Professor	Ph. D	2 years	Contr actual	Rs 92320/ Month	1 year	01/06/26
			Prof. Aslam Khan	Professor	Ph. D	20 years	Regul ar	As per UGC norms	Permane nt	02/06/26
6	MA (Sociology)	2	Dr. Badre Afshan	Assistant Professor	Ph. D	4 years	Contr actual	Rs 92320/ Month	1 year	01/06/26
			Dr. Zeenat Zahoor	Assistant Professor	Ph. D	9 years	Contr actual	Rs 92320/M onth	1 year	30/01/26
7	MA (Public Administra tion)	2	Dr. Ravina Richards	Assistant Professor	Ph. D	3 mont hs	Contr actual	Rs 92320/ Month	1 year	01/06/26
			Dr Md. Ghaffar	Assistant Professor	Ph. D	7 years	Regul ar	As per UGC norms	Permane nt	02/06/26
8	MA (HRM)	2	Dr. Shadab Mohd Khan	Assistant Professor	Ph. D	2 years	Contr actual	Rs 92320/ Month	1 year	30/01/26
			Dr. Anam Amin	Assistant Professor	Ph. D	3 years	Contr actual	Rs 92320/ Month	1 year	01/06/26
9	MA (Islamic Studies)	2	Dr. Mazhar Rehman	Assistant Professor	Ph. D	3 years	Contr actual	Rs 92320/M onth	1 year	18/07/23
			Dr. Mohd Ahtesha mul Hasan	Assistant Professor	Ph. D	15 years	Contr actual	Rs 92320/M onth	1 year	03/02/26
10	MA (English)	2	Dr Rifat Ara Khatun	Assistant Professor	Ph. D	1 year	Contr actual	Rs 92320/M onth	1 year	01/06/26

			Dr. Iram Fatima	Assistant Professor	Ph. D	7 years	Contr actual	Rs 92320/M onth	1 year	01/06/26
11	MA (Geogrpah y)	2	Dr. Shekh Moinudd in	Assistant Professor	Ph. D	10 years	Contr actual	Rs 92320/M onth	1 year	18/07/23
			Dr. Moham mad Muqet Khan	Assistant Professor	Ph. D	11 years	Contr actual	Rs 92320/M onth	1 year	01/06/26
12	BBA MBA	3	Dr. Kashif Iqbal Siddiqui	Assistant Professor	Ph. D	6 years	Contr actual	Rs 92320/M onth	1 year	14/03/23
			Dr. Kanupri ya Thakur	Assistant Professor	Ph. D	1 year	Contr actual	Rs 92320/M onth	1 year	01/06/26
			Dr. Iffat Naseem	Assistant Professor	Ph. D	10 years	Regul ar	As per UGC norms	Permane nt	02/06/26
13	B Com M Com	3	Dr. Mohd Afzal Saifi	Assistant Professor	Ph. D	7 years	Contr actual	Rs 92320/M onth	1 year	26/10/21
			Dr. Vivek	Assistant Professor	Ph. D	4 years	Regul ar	As per UGC norms	Permane nt	02/06/26
			Dr. Sabiha Khatoon	Assistant Professor	Ph. D	6 years	Contr actual	Rs 92320/M onth	1 year	27/10/21
14	BA (General)	2	Dr. Md. Ziya ul Mustfa	Assistant Professor	Ph. D	7 mont hs	Contr actual	Rs 92320/M onth	1 year	30/01/26
			Dr. Yatendra Sharma	Assistant Professor	Ph. D	1 year	Contr actual	Rs 92320/M onth	1 year	02/02/26
15	B Ed	2	Dr. Bushra Hussain	Assistant Professor	Ph. D	6 years	Contr actual	Rs 92320/M onth	1 year	12/10/20
			Dr. Tripti Singh	Assistant Professor	Ph. D	4 years	Contr actual	Rs 92320/M onth	1 year	01/01/26

3.3 Details of Administrative staff

a. Number of Administrative staff available exclusively for ODL programmes at HQ & at LSCs

Admin Staff	Required (up to 5,000 students)	Available
Deputy Registrar	1	YES

Assistant Registrar	1	YES
Section Officer	1	YES
Assistants	3 (2 for DM Universities)	YES
Computer Operator	2	YES
Multi Tasking Staff	2	YES

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

Note:

1. In case of the enrolment 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 sanctity of examinations:

S. No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
1.	All processes of assessment of learners in different components of Examination shall be directly handled by the concerned Institution and no part of the assessment shall be outsourced.	YES	
2.	For ensuring transparency and credibility, the full time faculty of the Online mode Higher Educational Institutions or qualified faculty from University Grants Commission recognised Higher Educational Institutions only should be associated to function as invigilators, examination superintendents, as observers etc	YES	
3.	A Higher Educational Institution offering programme through Online mode shall conduct examinations either using Computer based test or pen and paper test in a proctored environment in designated test centre with all the security arrangements ensuring transparency and credibility of the examinations. It can also conduct online examination through technology mediated proctoring.	YES	
4.	The examination centre must be centrally located in the city, with good connectivity from railway station or bus stand, for the convenience of the students.	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.	Yes https://jmi.ac.in/upload/menuupload/ordinances_ac.pdf	
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.	Yes	
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	Yes	

S. No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	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.		
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 https://cdoejmi.ac.in/ppr/	
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.	Yes	
6.	The Higher Educational Institution shall notify all assessment tools to be used for formative and summative assessments.	Marksheet	
7.	Marks or grades obtained in continuous assessment and end semester examinations or term end examinations shall be shown separately in the grade card.	Marksheet	
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.	Yes Question Paper Upload	
9.	The examination of the programmes in Open and Distance learning mode shall be managed by the examination or evaluation Unit of the Higher	Yes https://jmicoe.in/CDOE.aspx	

S. No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	Educational Institution and shall be conducted in the examination centre as given under these regulations.		
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure. (b) Availability of biometric system (c) The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners. (d) In case of non-availability of the Closed-Circuit Television facilities, the Higher Educational Institution shall ensure that proper videography be conducted and video recordings are submitted by particular incharge of examination centre to the Higher Educational Institution.	Yes No No Yes	
11.	The Higher Educational Institution shall retain all such Closed-Circuit Television recordings in archives for a minimum period of five years.	Yes It will be complied.	
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and (b) It shall be mandatory to have observer report submitted to the Higher Educational Institution.	Yes It will be complied.	
13.	(a) All end 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 Territorial Jurisdiction, in the examination centre as mentioned in these regulations. (b) The Exams shall be under the direct control and responsibility of the Open and Distance Learning mode Institution.	Yes Yes	
14.	The Examination Centre shall be located in Government Institutions like Kendriya Vidyalaya(s), Navodaya Vidyalaya(s), Sainik	NA	

S. No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	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 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 fulfill 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 Degree at undergraduate and postgraduate level and post graduate diploma for Open and Distance Learning shall be assigned a unique identification number and shall have 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. (b) Each award shall also be uploaded on the National Academic Depository.	Yes	
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	Yes	

S. No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	Centres (only for Open and Distance Learning); (v) Name and address of all Examination Centres.		

4.3 Whether any examination 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.

All the ODL exams are conducted within the Jamia Millia Islamia campus.

4.4 Result and Student Progression

For UG, PG and PGD programmes

UG Programmes						
Semester beginning	Programme name	No. of students admitted	No. of students appeared in exams	No. of students progressed to next year	% of students passed	% of students "passed in first class"
July 2025-26	BCIBF	301	238	238	Result Awaited	Result Awaited
January 2025-26	B . Ed	956	494	494	NA	NA
July 2025-26	B. Ed	949	923	923	Result Awaited	Result Awaited
July 2025-26	B. Com	737	589	589	Result Awaited	Result Awaited
July 2025-26	BA General	5028	4225	4225	Result Awaited	Result Awaited
January 2025-26	BA General	106	NA	NA	NA	NA
July 2025-2026	BBA	1715	1343	1343	Result Awaited	Result Awaited
January 2025- 2026	BBA	66	NA	NA	NA	NA

PG Programme (s)						
Semester beginning	Programme name	No. of students admitted	No. of students appeared in exams	No. of students progressed to next year	% of students passed	% of students "passed in first class"
July 2025-26	M.Com	225	188	188	Result Awaited	Result Awaited
July 2025-26	MA (Urdu)	129	111	111	Result Awaited	Result Awaited
July 2025-26	MA (Public Administration)	86	77	77	Result Awaited	Result Awaited
July 2025-26	MA History	232	177	177	Result Awaited	Result Awaited
July 2025-26	MA English	287	232	232	Result Awaited	Result Awaited
July 2025-26	MA Geography	138	125	125	Result Awaited	Result Awaited
January 2025-26	MA Geography	17	NA	NA	NA	NA
July 2025-26	MBA	301	268	268	Result Awaited	Result Awaited
January 2025-26	MBA	327	299	299	NA	NA
July 2025-25	MA (HRM)	212	158	158	Result Awaited	Result Awaited
January 2025-26	MA (HRM)	26	26	NA	NA	NA
July 2025-26	MA Islamic Studies	58	50	NA	Result Awaited	Result Awaited
January 2025-26	MA Islamic Studies	7	NA	NA	NA	NA
July 2025-26	MA Sociology	96	84	84	Result Awaited	Result Awaited
July 2025-26	M.A Political Science	532	461	461	Result Awaited	Result Awaited
July 2025-26	M.A. Education	85	82	82	Result Awaited	Result Awaited

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

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

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.

The HEI has prepared the PPR in accordance with the UGC-DEB guidelines and as per the instructions given in regulation 2020. Approvals are uploaded in the website and can be accessed through the links below: <https://cdoejmi.ac.in/approval-of-regulatory-bodies/>
<https://cdoejmi.ac.in/approval-of-the-statutory-bodies/>

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 Annexure-VI of the Regulations for ODL programmes.

HEI has prepared the self-learning material in accordance with the guidelines of UGC-DEB. HEI has also used various media tools for the self-learning material. The SLMs have been prepared by subject experts from all over India. The structure of curriculum are well defined. The PPR of the courses offered by Centre for Distance and Online Education is available on the website. Link: <https://cdoejmi.ac.in/ppr/>

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

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

be mentioned.

HEI has prepared the e-Learning material as per the guidelines of UGC-DEB

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 in the programme	No. of Students Attended on an Average basis
1	UG B. Ed	Faculty of Education, JMI	YES	54 Counselling sessions 24 Workshop Session	50	35-40
2	UG B. Ed	Jhankar College of Education, Gurugram, Haryana	YES	54 Counselling sessions 24 Workshop Session	50	35-40
3	UG B. Ed	Shri Sai Baba College of Education, Jhajjar, Haryana	YES	54 Counselling sessions 24 Workshop Session	50	35-40
4	UG B. Ed	Al Hidayah College of Education, Aligarh	YES	54 Counselling sessions 24 Workshop Session	50	35-40
5	UG B. Ed	Saraswati College of Professional Studies	YES	54 Counselling sessions 24 Workshop Session	50	35-40
6	UG B. Ed	Janseva College of Education, Prithvipur, Madhya Pradesh	YES	54 Counselling sessions 24 Workshop Session	50	35-40
7	UG B. Ed	Bhakta Bala B.Ed College, Nadia , West Bengal	YES	54 Counselling sessions 24 Workshop Session	50	35-40
8	UG B. Ed	Swami Dayamuni Vidyapeeth, Rohtak	YES	54 Counselling sessions 24 Workshop Session	50	35-40
9	PG (MA Education)	Islamia Teacher's Training College, Phulwari Sharif, Patna	YES	54 Counselling sessions 24 Workshop Session 1 Synopsis Presentation	5	5

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.

CDOE identifies LSCs on the basis of programme requirements, availability of adequate academic and infrastructural facilities, qualified academic counsellors and accessibility to learners. The suitability of the proposed LSCs is examined in accordance with the provisions of the UGC (ODL Programmes and Online Programmes) Regulations, 2020.

The LSCs provide academic counselling and other learner-support services as per the requirements of the respective programmes. The functioning of the LSCs is monitored by CDOE through the LSC Committee to ensure effective delivery of academic and learner-support services. Necessary agreements and arrangements with the LSCs are made as per University rules and applicable UGC-DEB provisions..

6.3 LSC wise enrollment details (Not for Private University)

S N	Name & Address of College/Institute where LSC is established (with Pin Code)	This LSC is of how many HEIs ? (No. and Names)	If yes, All the HEIs in 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 and Counsellor	No. of Counsellors	Programmes offered	Total Enrolled student
1	CDOE, JMI, New Delhi, 110025			NCTE		Dr. Bushra Hussain bushrahussain16@jmi.ac.in Dr. Gulshan Mufeed g.gmufeed@jmi.ac.in				
2	Faculty of Education, JMI, New Delhi, 110025			Jamia Millia Islamia NCTE		Dr. Mohd. Faijullah Khan mkhan44@jmi.ac.in				
3	Jhankar College of Education Vill. Babra Bakipur, P.O Jamalpur, Tehsil-Farrukhnagar, Distt.-Gurugram, Haryana-122503			Maharishi Dayanand University, Rohtak		Mr. Umesh Yadav (President) 9711427575 jcoe2022gurugram@gmail.com				
4	Shri Sai Baba College of Education, Jhajjar, Haryana			Maharishi Dayanand University, Rohtak		Mr. Bijender Singh 9350098576 shr.saibabacollege@gmail.com Ms. Manisha				
5	Al Hidayah College of Education, Aligarh, Uttar Pradesh			Dr .B. R. Ambedkar University, Agra -NCTE		Mr. Kunwar Asif 7906999465 alhidayahcollege786@gmail.com				
6	Saraswati College of Professional Studies, Plot No. 819, 27 KM Stone, NH-09, Delhi-Meerut Expressway, Near Ajay Kumar Garg Engineering College, P.O - Adhyatmik Nagar, Dasna, Ghaziabad (UP) 201015			CCS University, Meerut		Dr. Anita Singh 9818575965 info@saraswaticollege.com				
7	Janseva College of Education, Janseva bhawan, Niwari Rd, opposite new tehsil, Prithvipur, Madhya Pradesh 472336			Dr. Hari Singh Gaur University, Sagor		Dr Sourabh Singh 9111505439 jansevasamititikamgarh@gmail.com				
8	Bhakta Bala B.Ed College, Vill.&P.O.Telakpur,P.SChapra,Dist.NadiaWest Bengal - 741164			West Bengal University of Teacher's		Dr. Enamul Haque 9476280164 bhaktabalacollege@gmail.com				

HEI ID: HEI-U-0108

Name of HEI: Jamia Millia Islamia

Type of HEI: dual mode

S N	Name & Address of College/Institute where LSC is established (with Pin Code)	This LSC is of how many HEIs? (No. and Names)	If yes, All the HEIs in 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 and Counsellor	No. of Counsellors	Programmes offered	Total Enrolled student.
				Training, Education Planning and Administration						
9	Swami Dayamuni Vidyapeeth, Rohtak, Haryana			MDU Rohtak Haryana		Dr. Dinesh Chandra 8377977770/8377877770 sdvpcoejmi@gmail.com & dvpcoe@gmail.com				
10	Islamia Teacher's Training College, Phulwari Sharif, Patna					Dr. Nabeel 9410051803 nabeelahmad311@gmail.com				

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 atleast 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
NA	NA	NA	NA

6.4 Off campus details (For Deemed to be University)

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 Counsellor	Qualification of Coordinator and Counsellor	No. of Counsellors	Programmes offered	Total Enrolled student.
	N.A	N.A	N.A	N.A	N.A	N.A	N.A
	N.A	N.A	N.A	N.A	N.A	N.A	N.A

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 of SLM	Whether SLM delivered to learners within a fortnight from the date of admission
Printing Material	January 2026	July 2026	Learners collect SLM from CDOE, JMI
Audio-Video Material	N.A	N.A	N.A
Online Material	N.A	N.A	N.A
Computer based Material	N.A	N.A	N.A

6.6 Whether any course in a particular programme was allowed through OER/Massive Open Online Courses: Y/N

a. Provide details as under:

S. No.	Programme Name	Courses allowed through OER/MOOC	Name of Platform	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)
	N.A	N.A	N.A	N.A	N.A	N.A	

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

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 https://cdoejmi.ac.in/approval-of-regulatory-bodies/ https://cdoejmi.ac.in/approval-of-the-statutory-bodies/ https://cdoejmi.ac.in/affidavit/	
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 https://cdoejmi.ac.in/approval-of-regulatory-bodies/	
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	Yes https://cdoejmi.ac.in/approval-of-the-statutory-bodies/	
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 https://cdoejmi.ac.in/ppr/ https://mj.jmi.ac.in/DistanceController/DistanceFeePortal https://cdoejmi.ac.in/programs-offered/	
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 Faculty Members https://cdoejmi.ac.in/faculty-members/ Counselling: https://cdoejmi.ac.in/counselling-workshop-schedule/ PPR https://cdoejmi.ac.in/ppr/ List of Programmes	

S.No.	Provision	Complied Yes/No with explicit link address	If no, Reasons, thereof
		https://cdoejmi.ac.in/programs-offered/	
6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.	Date Sheets https://cdoejmi.ac.in/examination-date-sheet/ Admissions https://admission.jmi.ac.in/CDOE/Admissions Result https://cdoejmi.ac.in/examination-result/	
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	Yes	
8.	Information regarding all the programmes recognised by the Commission	Yes https://cdoejmi.ac.in/programs-offered/	
9.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	Yes https://cdoejmi.ac.in/student-strength/	
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 https://cdoejmi.ac.in/ppr/	
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 https://cdoejmi.ac.in/faqs/	
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 https://cdoejmi.ac.in/learner-support-centre/	
13.	List of the 'Examination Centres' along with the number of learners in each centre, for Open and	Yes https://cdoejmi.ac.in/exami	

S.No.	Provision	Complied Yes/No with explicit link address	If no, Reasons, thereof
	Distance Learning programmes	nation-date-sheet/	
14.	Details of proctored examination in case of end semester examination or term end examination of Open and Distance Learning programmes	Yes	
15.	Academic Calendar mentioning period of the admission process along with the academic session, dates of continuous and end semester examinations or term end examinations, etc	Yes https://cdoejmi.ac.in/academic-calendar/	
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	Internal Audit conducted by CIQA https://cdoejmi.ac.in/ciqa/	

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 intake 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:	Yes
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	Yes
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.	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.	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: 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	Yes
6.	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:	Yes

S.No.	Provision	Whether being complied Yes/No
	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	
7.	Every Higher Educational Institution shall- (a) record Aadhaar details or other Government identifier(s) of Indian learner and Passport for an International Learner; (b) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years; (c) exhibit such records as permissible under law on its website; and (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.	Yes
8.	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	Yes
8. (a)	Each component of the fee, deposits and other charges payable by the learners admitted to such Higher Educational Institutions for pursuing a programme in Open and Distance Learning mode, and the other terms and conditions of such payment	Yes
8. (b)	The percentage of tuition fee and other charges refundable to a learner admitted in such Higher Educational Institutions in case such learner withdraws from such Higher Educational Institutions before or after completion of programme of study and the time within, and the manner in, which such refund shall be made to the learner	Yes
8. (c)	The number of seats approved in respect of each programme of 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	Yes

S.No.	Provision	Whether being complied Yes/No
	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	
8. (g)	Details of the teaching faculty, including therein the educational qualifications and teaching experience of every member of its teaching faculty and also indicating therein whether such member is employed on regular or contractual basis or any other	Yes
8. (h)	Pay and other emoluments payable for each category of teachers and other employees	Yes
8. (i)	Information in regard to physical and academic infrastructure and other facilities, including that of each of the learner support centres (for ODL programmes) and in particular the facilities accessible by learners on being admitted to the Higher Educational Institution	Yes
8. (j)	Broad outline of the syllabus specified by the appropriate statutory body or by higher educational institution, as the case may be, for every programme of study	Yes
8. (k)	Activity planner including all the academic activities to be carried out by the higher educational institution during the academic sessions	Yes
9.	Higher Educational Institution shall publish information at sr. no. '8' above on its website, and the attention of the prospective learners and the general public shall be drawn to such publication on its website and Higher Educational Institution admission prospectus and the admission process shall necessarily be over within the time period mentioned in the Commission Order	Yes
10.	No Higher Educational Institution shall, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a programme of study conducted by it	Yes
11.	No person shall, directly or indirectly, offer or pay capitation fee or give any donation, by way of consideration either in cash or kind or otherwise, for obtaining admission to any seat or seats in a programme in Open and Distance Learning mode offered by a Higher Educational Institution	Yes
12.	No Higher Educational Institution, who has in its possession or custody, any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such Higher Educational Institution, shall refuse to return such degree, certificate award or other document with a view to induce or compel such person to pay any fee or fees in respect of any programme of study which such person does not intend to pursue or avail any facility in such Higher Educational Institution	Yes
13.	In case a learner, after having admitted to a Higher Educational Institution, for pursuing any programme in Open and Distance Learning mode subsequently withdraws from such Higher	Yes

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

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.

The CDOE has its own Grievance Committee that aims to resolve the grievances of the distance mode learners. In addition, CDOE has a dedicated email ID (cdoe.grievance@jmi.ac.in) for student grievances, and queries received through this email are responded to promptly. CDOE addresses student grievances through dedicated helpline numbers and email. Grievances are forwarded to the concerned section for timely resolution. Most grievances relate to delay in the issuance of degree/certificates and other student-related services.

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
1029	1029

9.3 Complaint Handling Mechanism

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

The distance mode learners directly register their complaints with the Grievance Committee and the Director through email. In addition, students can also raise their issues through Google Classroom. Student grievances are dealt with by the seven-member Grievance Committee of CDOE under the supervision of the Director, CDOE, and are addressed in a timely manner.

9.4 Details of Complaints received from UGC (DEB)

Numbers of Complaint Received	Numbers of Complaint Resolved	Whether Complaint was resolved within stipulated time i.e. 60 days? (yes/No)
2	2	N/A

Part – X: Innovative and Best Practices

10.1 Innovations introduced during academic year

- 1- **Establishment of a Media Lab** for recording quality video lectures and developing digital learning content.
- 2- **Use of technology-enabled tools** for better learner engagement and academic support.
- 3- **Introduction of skill-based and job-oriented programmes** to enhance learners' employability.
- 4- **Strengthening of digital learner support**, including dedicated grievance email and online communication mechanism (AI Chatbot).

10.2 Best Practices of the HEI

- 1- **Learner-Centric Support Services**
Dedicated helpline numbers, grievance email, grievance committee and other support mechanisms for timely resolution of learners' queries and grievances.
- 2- **Quality Enhancement of SLM**
CDOE's SLM Committee is making Continuous efforts are being made to improve the quality, content and presentation of SLMs for learners.
- 3- **Use of Media Lab for Digital Learning**
Development of a dedicated Media Lab for recording quality video lectures and other digital learning content.
- 4- **Skill-Based and Job-Oriented Programmes**
Introduction and development of skill-based programmes aimed at improving learners' practical skills and employability.
Examples – Diploma in Artificial Intelligence and Digital Media; Certificate in News Anchoring and Broadcast Presentation; Certificate in Photography and Video Editing; Certificate in French Language; Certificate in German language; Certificate in Korean Language; Certificate in Chinese Language; Certificate in Spanish Language; Certificate in Russian Language; Certificate in Japanese Language etc
- 5- **Strengthening LSCs**
Expansion and systematic monitoring of LSCs to improve academic and learner support services.
- 6- **Academic and Quality Review**
Regular review of academic activities through CIQA, Programme Coordinators and relevant committees
- 7- **Academic Upliftment and Capacity Building**
Promotion of conferences, seminars, workshops and other academic activities for continuous academic improvement.
- 8- **Technology-Enabled Learner Services**
Increasing use of digital platforms and technology to make admission, academic communication, learning resources and learner support more accessible and convenient.
- 9- **Continuous Improvement and Innovation**
Adoption of innovative academic and administrative practices, including strengthening LMS-based learning, improving digital content and aligning programmes with emerging educational requirements.

10.3 Details of Job Fairs conducted by the HEI

No Job Fair was conducted during the academic year. However, the CDOE Placement Cell has proposed to organise a Job Fair in November 2025.

10.4 Success Stories of students of ODL mode of the HEI

CDOE learners have achieved notable success in UPSC Civil Services, UPSC-CDS, State Civil Services, UGC-NET/JRF and other competitive examinations. Sophia Siddiqui (M.A. Political Science) qualified the UPSC Civil Services Examination with All India Rank 253 in 2025.

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

The conversion of e-LM into regional languages is under process.

10.6 Number of students placed through Campus Placements

The CDOE Placement Cell has proposed to organise a Job Fair in November 2026.

10.7 Details of Alumni Cell and its activity

A separate Alumni Cell has not been constituted at CDOE so far. Its constitution is proposed.

10.8 Any other Information

NA

HEI ID: HEI-U-0108

Name of HEI: Jamia Millia Islamia

Type of HEI: Dual Mode

DECLARATION

I hereby declare that the information given above and in the enclosed documents is true, correct and nothing material has been concealed therein. In case information provided is found to be contrary to the fact, it will result in cancellation of recognition to offer ODL programmes, along with initiation of action as per provision of the UGC (ODL Programmes and Online Programmes) Regulations, 2020 and its amendments.

Signature of the Director:

Name: Prof. Aslam Khan

Seal: निदेशक / Director
दूरस्थ एवं ऑनलाइन शिक्षा केंद्र / CDOE
जामिया मिल्लिया इस्लामिया / Jamia Millia Islamia
नई दिल्ली / New Delhi - 110025

Date: 25 August 2026

Signature of the Registrar:

Name: Prof. Md. Mahtab Alam Rizvi

Seal: कुलसचिव / Registrar
जामिया मिल्लिया इस्लामिया / Jamia Millia Islamia
केन्द्रीय विश्वविद्यालय / Central University
नई दिल्ली / New Delhi - 110025

Date: 25 August 2026

Note: Kindly take the print out of dully filled CIQA report and submit it to UGC DEB office (after getting it approved by Statutory Authorities of the HEI) and upload the same on HEI's website also. Please refer provisions regarding CIQA mentioned in UGC (ODL Programmes and Online Programmes) Regulations, 2020 and its amendments.