

HEIID: HEI-U-0323

**Name of HEI: Savitribai Phule Pune University
Type of HEI: State Public University**

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.....	7
Part-III: Human Resources and Infrastructural Requirements.....	14
Part-IV: Examinations.....	16
Part-V:Programme Project Report (PPR)and Self-Learning Material (SLM)	25
Part-VI: Programme Delivery through Learner Support Centre (LSC)	26
Part-VII: Self Regulation through disclosures, declarations and reports	29
Part-VIII: Admission and Fees.....	33
Part-IX: Grievance Redressal Mechanism.....	40
Part-X: Innovative and Best Practices.....	41
DECLARATION	42

Part-I: General Information

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

Upload PDF

1.2 Details of Director, CIQA

- Name: Dr. Vaibhav Jadhav
- Qualification: M.A., M.Ed., Ph.D. (Education)
- Appointment Letter and Joining Report: Upload (PDF)

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. Dr. Suresh Gosavi	Physics	15/07/2024
b.	Three Senior teachers of HEI	Member1	Prof. Dr Harish Nawale	Philosophy	24/08/2026
		Member2	Prof. Dr. Rajendra Pahurkar	Management Science	24/08/2026
		Member3	Dr Chandrani Chaterjee	English	24/08/2026
c.	Head of three Departments or School of Studies from which Programme is being Offered in ODL and Online mode	Member4	-	-	-
		Member5	-	-	-
		Member6	-	-	-
d.	Two External Experts of ODL and/or Online Education	Member7	Dr. Alok Kumar Upadhyay		24/08/2026
		Member8	Dr. Surendrkumar Sharma		24/08/2026

HEID: U-0323 Name of HEI: Savitribai Phule Pune University Type of HEI: State Public University

e.	Officials from Departments of HEI	Member 9 Administration	Prof. Dr Prafulla Pawar	Registrar	24/08/2026
S. No.	Designation	Nomination as	Name and Qualification	Specializa tion	Date of Nomination in CIQA Committee
	- Administration - Finance	Member10 Finance	CMA Charushila Gayake	Finance & Accounts Officer	24/08/2026
f.	Director, CIQA	Member Secretary	Dr. Vaibhav Jadhav	Education	15/07/2024

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

1.4 Number of meetings held and its approval: 1

a. No. of meetings held every year: 1

b. Meeting details:

Meetings	Date-Month- Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting1	26-08-2026	2	www.unipune.ac.in/SOL/CIQA.html	

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

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

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

1.8 Number of programmes started at Undergraduate Degree Programmes as per Commission Order:

Academic Session July-2025

Sr. No.	Under- Graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter	No. of Learner Support Centre Operationalized	Number of students admitted (Male/Female/Trans- gender)
						No. and date	as per territorial jurisdiction	
1.	B.A.	3	132	10 + 2	7430	F.No. 13- 14/2023 (DEB II), 07/08/2023	20	413 / 406 / 0
2.	B.Com.	3	133	10 + 2	7430		22	688 / 680 / 0

1.9 Number of programmes started at Postgraduate Degree Programmes as per Commission Order:

Academic Session July 2025

Sr. No.	Post-graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	No. of Learner Support Centre Operationalized as per territorial jurisdiction	Number of students admitted (Male/Female/Trans-gender)
1.	B.A.	3		10+2		F.No. 13-14/2023 (DEB II), 07/08/2023		
2.	B.Com.	3		10+2				
3.	M.A.	2	64	10+2+3	8300		22	329 / 283 / 0
4.	M.Com.	2	64	10+2+3	8950		18	467 / 285 / 0
5.	M.B.A.	2	110	10+2+3	33,430		15	118/152/0

Academic Session January 2025

Sr. No.	Post-graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	No. of Learner Support Centre Operationalized as per territorial jurisdiction	Number of students admitted (Male/Female/Trans-gender)
1	M.A.	2	64	10+2+3	8300	F.No. 13-14/2023 (DEB II), 07/08/2023	22	43/52/0
2.	M.Com.	2	64	10+2+3	8950		18	14/18/0
3.	M.B.A.	2	110	10+2+3	33,430		15	16/17/0

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

2.1 Action taken on the functions of CIQA:-

CIQA meeting has been conducted on 30th August 2025 and the meeting minutes have been approved. It has been planned to comply the recommendations from the committee on priority basis.

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

Sr. No.	Provisions in Regulations	Action taken in respect of ODL	Upload relevant document
1.	Governance, Leadership and Management: a. Organisation Structure and Governance b. Management c. Strategic Planning d. Operational Plan, Goals and Policies	a. Board of Studies => Faculty => Board of Deans => Academic Council = b. Management Council of SPPU c. Preparation of Academic Calendar & Development of SLM d. Coordination with Technical team, LSCs & Examination Department of SPPU to Smooth conduction & operation of ODL programmes	a. http://unipune.ac.in/administration_files/BCUD.htm a. http://unipune.ac.in/university_files/academic_council.htm b. http://unipune.ac.in/university_files/management_council.htm
2.	Articulation of Higher Educational Institution Objectives	CDOE strives to cater for Learning needs	http://unipune.ac.in/sol/
3.	Programme Development and Approval Processes a. Curriculum Planning, Design and Development b. Curriculum	a. Respective BOS of SPPU b. Development of SLM & PCP/Counselling sessions, CIA c. PCPs on public holidays to facilitate working professionals d. Provision of special exam in case exam schedule clashes with competitive & professional exams e. SLM in print form & subject	http://unipune.ac.in/sol/

HEI ID: U-0323**Name of HEI: SPPU****Type of HEI: State Public University**

	Implementation c. Academic Flexibility d. Learning Resource e. Feedback System	experts for PCPs / counselling sessions f. Google forms	
4.	Programme Monitoring and Review	D.C.	http://unipune.ac.in/SOL/CIQA.html
5.	Infrastructure Resources	Sufficient Infrastructure & Superstructure	
6.	Learning Environment and Learner Support	LSCs over territorial jurisdiction of HEI	http://unipune.ac.in/sol/
7.	Assessment and Evaluation	CIA by LSC & ESE by Examination Unit of SPPU	http://unipune.ac.in/sol/
8.	Teaching Quality and Staff Development	Teachers as per the University norms have been appointed as Programme Coordinators at CDOE	

2.3 Compliance with the Process of Internal Quality Audit – As per Annexure-I, Part V(3) of the 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 Calendar has been prepared, SLM developed, PCPs conducted	http://unipune.ac.in/SOL/CIQA.html
2.	Validation	BoS for “ODL”	http://unipune.ac.in/SOL/CIQA.html

3.	Monitoring, Evaluation and Enhancement Plans	a. Schedule of PCPs / counselling sessions	
	a. Reports from Learner Support Centres (for Open and Distance Learning programmes)	b. Examination Attendance reports duly signed by Senior Supervisors	
	b. Reports from Examination Centers	c. Academic Administrative Audit as per SPPU norms	
	c. External Auditor or other External Agencies report	d. Students Evaluation data by Examination Unit of SPPU	
	d. Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institution levels	e. Reports generated through online system	
	e. Reporting and Analytics by the Higher Educational Institution	f. Visits to LSCs & regular meeting with LSC coordinators conducted by Programme Coordinators	
	f. Periodic Review		

Part-III: Human Resources and Infrastructural Requirements**3.1 Name and details of Director of Centre for Distance and Online Education (Dual Mode University)**
<http://unipune.ac.in/SOL/CIQA.html>
3.2 Compliance status of “Human Resource and Infrastructural Requirements” –

Programmes Name	No .of Faculty required	No. of Faculty appointed	Complied Yes/No	If no. reason thereof
UG	3	3	Yes	-
PG	3	2	Yes	-
PGD	-	-	-	-

S. No.	Programme Name	No. of Full time-Dedicated Faculty for ODL	Names	Designation	Qualification	Experience	Type (Regular/ Contract) with gross salary/ month	Date of joining programme and joining report
							Type Gross salary/ month Contract period	Upload pdf
1	BA & MA	3	Dr. Yogesh Deshpande	Assistant Professor	M.Sc. NET, Ph.D.	12	Contractual ₹ 40,000/- per month	
			Dr Rahul Gaikwad	Assistant Professor	M.A., NET, Ph.D.	05		
			Dr. Nagnath Balte	Assistant Professor	M.A., Ph.D. NET	15		
2	BCom, MCom & MBA	2	Dr. Dileep Baragade	Assistant Professor	M.Sc., M.B.A., M.Com., Ph.D.	15	10 months	
			Dr. Ganesh Pandhare	Assistant Professor	M.Com., NET	5		

3.3 Details of Administrative staff

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	-
Assistant Registrar	1	-
Section Officer	1	-
Assistants	3	2
Computer Operator	2	2
Multi-Tasking Staff	2	1

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 Open and Distance Learning mode Higher Educational Institutions or qualified faculty from University Grants Commission recognized Higher Educational Institutions only should be associated to function as invigilators, examination superintendents, as observers etc.	Yes	
3.	All Examinations for Open and Distance Learning mode programmes shall be conducted within the Institution where the Study Centres or Learner Support Centres is located under the direct control and responsibility of the Open and Distance Learning mode Institution. No Examination Centres shall be allotted to any private organizations or unapproved Higher Educational Institutions.	Yes	
4.	The examination centre must be centrally located in the city, with good connectivity from railway station or bus stand, for the Convenience of the students.	Yes	

S. No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
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'–

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	
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 the programme specific Personal Contact Programme (excluding counselling) and lab component of each	Yes	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload Relevant document	If No, Reason thereof
	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	
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 percent. (ii) Summative assessment (end semester examination or term end examination): Minimum 70 percent.	Yes	
6.	The Higher Educational Institution shall notify all assessment tools to be used for formative and summative assessments	Yes	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload Relevant document	If No, Reason thereof
7.	Marks or grades obtained in continuous assessment and end semester examinations or term end examinations shall be shown separately in the grade card	Yes	
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	
9.	The examination of the programmes in Open and Distance learning mode shall be managed by the examination or evaluation Unit of the Higher Educational Institution and shall be conducted in the examination centre as given under these regulations.	Yes	
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	Yes	
	(b) Availability of biometric system	No	

S. No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload Relevant document	If No, Reason thereof
	(c) The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners	No	
	(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	
11.	The Higher Educational Institution shall retain all such Closed-Circuit Television recordings in archives for a minimum period of five years	Yes	
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	Yes	
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	Yes	
13.	(a) All end semester examinations or term end examinations for programmes offered through Open and Distance Learning mode shall be conducted	Yes	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload Relevant document	If No, Reason thereof
	Through proctored examination (pen- paper or online or computer based testing) within Territorial Jurisdiction, in the examination center 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	
14.	The Examination Centre shall be located in Government Institutions like Kendriya Vidyalaya(s), Navodaya Vidyalaya(s), Sainik School(s), State Government Schools, etc. can also be identified as examination centre(s) under direct overall supervision of a Higher Educational Institution offering education under the Open and Distance Learning mode including approved affiliated colleges under the University system in the Country and no Examination Centres shall be allotted to private organisations or unapproved Higher Educational Institutions	Yes	
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	

S. No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload Relevant document	If No, Reason thereof
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 post graduate 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 recognized identifier or Passport number, as applicable, iii. Other relevant details of the learner Along with the Programme name.	In process	
	(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 marksheets issued by the Higher Educational Institution to the learners (for each semester certificate and at the end of the programme): (i) Mode of delivery; (ii) Date of admission; (iii) Date of completion; (iv) Name and address of all Learner Support Centres (only for Open and Distance Learning); (v) Name and address of All Examination Centres	In Process	

HEI ID: U-323

Name of HEI: SPPU

Type of HEI:State Public
University

4.3 Whether any examination held through online mode - No

4.4 Result and Student Progression For UG, PG and PGD 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
Oct. 2025	B.A.	471	Results Awaited			
	B.Com.	781				
	M.A.	985				
	M.Com.	652				
	M.B.A.	270				

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

5.1 Compliance status of Guidelines on Programme Project Report' –.

PPRs have been prepared & will be kept for approval in upcoming meeting of BoS

**5.2 Compliance status of 'Quality Assurance Guidelines of Learning Material In Multiple
Media And Curriculum And Pedagogy' –**

SLM (as per SPPU prescribed syllabus) in print format is made available to all the students.

5.3 Compliance status in respect of Self-Learning Material– .

SLM has been developed for all the courses as per the Syllabi of all Programmes.

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	Total no. of students registered in the programme	No. of Students Attended on an average basis
1	B.A.		18	4 per course per semester	471	388
2	B.Com.		20		781	634
3	M.A.		31		985	782
4	M.Com.		28		652	585
5	M.B.A.		15		270	220

6.2 Compliance status of 'Learner Support Centre' –

LSCs are established in the colleges or institutes affiliated to SPPU with the prior approval of HEI authorities

6.3 LSCwise enrollment details (Not for Private University)

HEI ID: U-323**Name of HEI: SPPU****Type of HEI:**State Public University**6.5 Delivery of Self-Learning Material***Delivery of Self Learning Material to learners for ODL programmes*

Type	Date of Admission for July Session	Date of SLM delivery	Whether SLM Delivered to learners within a fortnight from the date of admission
Printing Material	15 November 2025	30 November 2025	Yes
Type	Date of Admission for January Session	Date of SLM delivery	Whether SLM Delivered to learners within a fortnight from the date of admission
Printing Material	10 April 2026	25 April 2026	Yes

6.6 Whether any course in a particular programme was allowed through OER/Massive Open Online Courses: No

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 authorized 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	
http://unipune.ac.in/SOL/CIQA.html			
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	
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	Yes	
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	
5.	Programme-wise information on syllabus,	Yes	

	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;		
6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling / mentoring, assignments and feedback thereon, examinations, result declarations etc.	Yes	
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 recognized by the Commission	Yes	
9.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and / or post graduate diplomas awarded	Yes	
10.	Complete information about 'Self Learning	Yes	

	Material' including name of the faculty who prepared it, when was it prepared and last updated for Open and Distance Learning Programmes;		
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	
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	
13.	List of the 'Examination Centres' along with the number of learners in each centre, for Open and Distance Learning programmes	Yes	
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	

HEIID:U-323

NameofHEI:SPPU

TypeofHEI:State
Public University

16.	Reports of the third party academic audit to be undertaken every five years and internalacademicauditeveryyearbyCentrefor InternalQualityAssurance	Yes	
-----	--	-----	--

Part-VIII: Admission and Fees**8.1 Compliance status of 'Admissions and Fees'–**

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 in case 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: 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	Yes
7.	Every Higher Educational Institution shall– (a) record Aadhaar details or other Government identifier(s) of Indian learner and Passport for an	Yes

	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.	
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	
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,	Yes

	which shall be in consonance with the resources	
8.(d)	the conditions of eligibility including the minimum age of a learner in a particular programme of study, where so specified by the Higher Educational Institution	Yes
8.(e)	The minimum educational qualifications required for admission in programme(s) specified by the Commission or relevant statutory authority or councils, or by the Higher Educational Institution, where no such qualifying standards have been specified by any statutory authority	Yes
8.(f)	The process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each programme of study and the amount of fee to be paid for the admission test	Yes
8.(g)	Details of the teaching faculty, including therein the educational qualifications and teaching experience of every member of its teaching faculty and also indicating therein whether such member is employed on regular or contractual basis or any other	Yes
8. (h)	Pay and other emoluments payable for each category of teachers and other employees	Yes
8.(i)	Information in regard to physical and academic infrastructure and other facilities, including that of each of the learner support centres (for ODL programmes) and in particular the facilities accessible by learners on being admitted to the Higher Educational Institution	Yes

8.(j)	Broad outline of the syllabus specified by the appropriate statutory body or by higher educational institution, as the case may be, for every programme of study	Yes
8.(k)	Activity planner including all the academic activities to be carried out by the higher educational institution during the academic sessions	Yes
9.	Higher Educational Institution shall publish information at sr. no. '8' above on its website, and the attention of the prospective learners and the general public shall be drawn to such publication on its website and Higher Educational Institution admission 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 Education 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	Yes

	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	
13.	In case a learner, after having admitted to a Higher Educational Institution, for pursuing any programme in Open and Distance Learning mode subsequently withdraws from such Higher Educational Institution, no Higher Educational Institution in that case shall refuse to refund such percentage of fee deposited by such learner and within such time as notified by the Commission and mentioned in the prospectus of such Higher Educational Institution	Yes
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'-**

The Grievance Redressal Mechanism at Savitribai Phule Pune University (SPPU) is designed to address and resolve grievances of students, staff, and faculty fairly and transparently.

Overview of mechanism-

Composition: The GRC at SPPU usually consists of senior faculty members, administrative staff, and, in some cases, student representatives. The committee is chaired by a senior professor or administrative officer.

Roles: The committee is responsible for receiving, reviewing, and resolving grievances related to academic issues, examination matters, administrative services, and campus facilities.

Submission: Grievances can be submitted in writing or through an online portal (if available). The complainant must provide details of the grievance along with any supporting documents.

Acknowledgment: Upon receiving the grievance, the GRC acknowledges it and informs the complainant about the expected timeline for resolution.

Initial Review: The GRC conducts an initial review to determine the merit of the grievance. If the grievance is deemed valid, it is taken up for detailed investigation.

Investigation: The committee may conduct interviews, request additional information, and consult relevant university departments to thoroughly investigate the grievance.

Resolution: Based on the findings, the GRC provides a resolution which may include corrective actions, recommendations for policy changes, or other remedial measures.

The decision of the GRC is communicated to the complainant. If the complainant is not satisfied with the decision of the GRC, they may appeal to a higher authority within the university, such as the Vice-Chancellor or an appellate committee.

The GRC ensures the confidentiality of the complainant and the grievance process. Transparency is maintained throughout, with regular updates provided to the complainant.

For grievances related to harassment, discrimination, or any form of misconduct, the university has specific committees such as the Internal Complaints Committee (ICC) under the Sexual Harassment of Women at Workplace Act, 2013.

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
NIL	

9.3 Complaint Handling Mechanism

Regulations. Also, mention details of Nodal Officers.

Initial Review: The GRC conducts an initial review to determine the merit of the grievance. If the grievance is deemed valid, it is taken up for detailed investigation.

Investigation: The committee may conduct interviews, request additional information, and consult

Relevant university departments to thoroughly investigate the grievance.

Resolution: Based on the findings, the GRC provides a resolution which may include corrective actions, recommendations for policy changes, or other remedial measures.

The decision of the GRC is communicated to the complainant. If the complainant is not satisfied with the decision of the GRC, they may appeal to a higher authority within the university, such as the Vice-Chancellor or an appellate committee.

The GRC ensures the confidentiality of the complainant and the grievance process. Transparency is maintained throughout, with regular updates provided to the complainant.

Details of Nodal Officers: Dr. Vaibhav Jadhav, Director, CDOE

9.4 Details of Complaints received from UGC (DEB) - NIL

Part-X: Innovative and Best Practices

10.1 Innovations introduced during academic year

QR codes to access Admission website & prospectus

10.2 Best Practices of the HEI

SLMs - The SLMs prepared by CDOE, SPPU are very useful to the students. The SLMs of each course are user-friendly and are prepared in simple language. The prepared SLMs are provided to students through study centres.

FAQ - FAQs cover all the possible questions which may be asked by the students. They are helpful to satisfy doubts.

10.3 Details of Job Fairs conducted by the HEI - NIL

10.4 Success Stories of students of ODL mode of the HEI

Students qualified SET / NET / PET

Senior citizens, housewives, govt. officials & IT professionals obtained Masters Degree in the subject of interest

10.5 Initiatives taken towards conversion of SLM into Regional Languages

No. of courses for which SLM was delivered in Marathi language (except languages):

B.A. – 60

B.Com. – 32

M.A. – 48

M.Com. - 25

10.6 Number of students placed through Campus Placements - NIL

10.7 Details of Alumni Cell and its activity - NIL

HEIID: HEI-U-323

Name of HEI: SPPU

Type of HEI: State
Public University

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: Dr. Vaibhav Jadhav

Seal:

Director
Centre for Internal Quality Assurance
Savitribai Phule Pune University,
Pune - 411007.

Date: 31/08/2026

Signature of the Registrar:

Name: Prof. (Dr.) Prafulla Pawar

Seal:

Registrar
Savitribai Phule Pune University
(Formerly University of Pune)
Pune - 7.

Date: 31/08/2026

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.