

Annual Report

OF

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

PROGRAMMES UNDER

ONLINE MODE

2025-2026

Director

Centre for Distance and Online Education (CDOE)

JIIT (Deemed to be University), Noida



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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: Prof Deepti Mehrotra
- Qualification: PhD
- Appointment Letter and Joining Report:

1.2 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. S C Saxena, Vice-Chancellor (Acting) PhD		19.01.2026
b.	Three Senior teachers of HEI	Member 1	Dr. Ridhima Bhanot Sharma PhD	Management	19.01.2026
		Member 2	Dr. Reema Sharma PhD	Management	19.01.2026
		Member 3	Dr. Sweta Dhand Suri PhD	Management	19.01.2026
c.	Head of three Departments or School of Studies From which programme is being offered in ODL and Online mode	Member 4	Prof. Anubha Vashist PhD	Management	19.01.2026
		Member 5	Prof. Rajnish K Mishra PhD	Management	19.01.2026
		Member 6	Prof. Devpriya Soni PhD	Computer Science	19.01.2026

d.	Two External Experts of ODLand/or Online Education	Member 7	Dr. Gurpreet Singh, Chandigarh University- CDOE PhD	Management	19.01.2026
		Member 8	Dr. Divya Bansal, Dy. Director, Amity University Online PhD	Management	19.01.2026
e.	Officials from departments of HEI	Member 9 Administration	Mr. Ravinder Pal Singh MSc	Dy. Registrar	19.01.2026
		Member 10 Finance	Mr. Sanjeev Puri CA	Finance	19.01.2026
		Member 11	Mr. Ashok kumar	Chief Security Officer	19.01.2026
f.	Director, CIQA	Member Secretary	Prof Deepti Mehrotra PhD	Computer Science	19.01.2026

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

1.3 Number of meetings held and its approval:

- a. No. of meetings held every year: Two

b. Meeting details:

Meetings	Date-Month-Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting 1	07/01/2025	Two	Uploaded	Uploaded
Meeting 2	23/02/2026	Two	Uploaded	Uploaded

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

NA

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	T G	Total
1.											
N.											

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

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

NA

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.											
N.											

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

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

NA

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.										
N.										

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

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

TO BE EXTRACTED FROM WEBPORTAL

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	BBA (July/Aug 2025)	3 Years	120	10+2 or Equivalent	1,39,000/-	F.No.8 - 11/2025(DE B-NR)	2	0	0	2
2	BBA (Jan/Feb 2026)	3 Years	120	10+2 or Equivalent	1,39,000/-	F.No.8 - 11/2025(DE B-NR)	2	3	0	5

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

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

TO BE EXTRACTED FROM WEBPORTAL

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	MBA July/Aug 2025)	2 Years	102	Graduation	1,75,000/-	F.No.8-11/2025(D EB-NR)	32	58	0	90
2	MBA Jan/Feb 2026)	2 Years	102	Graduation	1,75,000/-	F.No.8-11/2025(D EB-NR)	26	16	0	42

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

2.1 Action taken on the functions of CIQA:-

S.No.	Provisions in Regulations	Details of Action taken by CIQA and Outcome thereof (Not more than 500 words)	Upload Relevant Document
1.	Quality maintained in the services provided to the learners	The Centre for Internal Quality Assurance (CIQA) serves as an dynamic body at CDOE, JIIT to ensure and enhance the quality of programmes offered in the Online modes. It functions in accordance with the UGC-DEB Regulations 2020 through internal quality monitoring mechanism focused on learner satisfaction, academic excellence, and continuous enhancement. • A well defined internal quality mechanism to monitor and improve the academic delivery system for online programmes. • Dedicated learner centric support system is available	

		to respond the queries of students. • Continuous quality improvements through academic planning, validation, monitoring and evaluation.	
2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	The process is carried out through continuous academic audits to evaluate the curriculum and assessment systems of online programmes. E-content and e-tutorials are reviewed every semester through peer review, self-review, and evaluation by external experts. Plagiarism reports are generated every six months to ensure academic integrity. In addition, up to 20% of the content is updated periodically based on feedback from industry and academic experts, ensuring that the curriculum remains current, relevant, and aligned with emerging requirements. Faculty members undergo necessary training to ensure comprehensive coverage of all quality parameters. The University also organizes continuous faculty development activities to enhance their knowledge, skills, and pedagogical competencies, thereby ensuring effective delivery of online programmes and continuous improvement in academic quality.	

3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	Updation of curriculum on regular basis to ensure well structured curriculum that matches with conventional program. Availability of digital platforms and tools capable of supporting effective delivery, interaction, and assessment which includes Learning Management System, digital content, and secured IT infrastructure supporting synchronous and asynchronous learning. Regularly updating the website and also informing the statutory bodies about the programme details, enrolment data, approval letters, schedules, academic calendars, and other quality-related information as mandated by UGC regulations	
4.	Mechanism devised to ensure that the quality of Online programmes matches with the quality of relevant programmes in conventional mode (For Dual Mode HEIs)	Implementation of the same syllabus as per with the regular mode. Faculty of the department contributes towards in the academic pursuits for running the programmes. Key practices to maintain quality standards: • Curriculum Equivalence • Examination Integrity • Question Paper	

		Setting • Centralized Evaluation • Examination Record Management	
5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.	Use of Online tools like Zoom classrooms, WhatsApp groups and direct communication with coordinator. Student Feedback is systematically collected through online surveys, course evaluations, and open house sessions. A well-defined mentorship framework is in place to provide academic and emotional support. Faculty mentors guide students on academic planning, progression, and personal development. 24x7 Helpdesk Support System is operational to address administrative, technical and academic support queries.	



6.	Measures suggested to the authorities of Higher Educational Institution for qualitative improvement	University is in process of providing certificates programmes to students to enhance their skill.	
7.	Implementation of its recommendations through periodic Reviews	The CDOE Directors and professor holds regular meetings to ensures and evaluate academic, administrative, and learner support processes. These reviews aim to identify strengths, address gaps, and recommend improvements for overall quality.	
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.	CDOE regularly holds guests lectures, expert talks and workshops, seminars and training sessions covering various topics like innovation, skill development, carrier opportunities and placement, framework in economic policy and E- resources.	
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	CDOE diligently implement best practices throughout the entire student journey from initial enquiry to completion of course. These includes academic flexibility, choice based credit system, mentorship programs , Grievance redressal cell.	

10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	To maintain programme quality, CDOE regularly review statistics of academics, Live lectures, Faculty recordings, internal/external examination, date sheets, attendance, grade cards and results.	
11.	Measures taken to ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme	Programme Project Report is prepared as per the guidelines of UGC ODL & Online Regulations 2020 and duly approved by the statutory bodies of University for consideration and approval. Programme Project Report for the newly proposed programmes are prepared and submitted to CIQA and further placed to Academic Council for final approval before the launch of the new Programme.	

12.	Mechanism to ensure the proper implementation of Programme Project Reports	The academic curriculum, fee structure, examination and evaluation system has been implemented according to PPR and are published and updated on website at regular intervals.	
13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	The Centre for Internal Quality Assurance (CIQA) maintains record of annual plans and records of all activities for quality assurance. These records are periodically reviewed by Director- CDOE.	
14.	Inputs provided to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.	Programs should be aligned with more projects-based approach. Programs should be oriented with Career linked approach	
15.	Facilitated system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.	Case-based implementation of synchronous sessions is in place to create a learner-centric environment and improve overall quality by studying effective teaching methods and learner engagement. Continuous monitoring is implemented	

		throughout the semester to identify gaps or areas of improvement within the academic and administrative processes.	
16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	CIQA and IQAC is the nodal coordinating units of JIIT.	
17.	Measures adopted to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit		
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	The Director- CDOE regularly adhere to directives and circulars from regulatory authority (Commission) to seek clarification on guidelines.	

19.	Information obtained from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.	Information from other Higher Educational Institutions such as updated curriculum, transparent evaluation, modern infrastructure, faculty development, and strong learner support help our institutions standards and continuously improve academic quality.	
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	CIQA compiles an annual report that captures all quality assurance activities conducted during the academic year. Department academic meeting, BOS, feedback analysis, audit to ensure quality assurance.	
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	



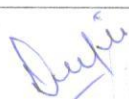
	(b) Submitted a copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution annually to the Commission.	Yes	
22.	Overseen the functioning of Centre for Internal Quality Assurance and approve the reports generated by Centre for Internal Quality Assurance on the effectiveness of quality assurance systems and Processes	The CIQA report is prepared and submitted to Academic Council for review, feedback and approval.	
23.	Facilitated adoption of instructional design requirements as per the philosophy of the Online learning decided by the statutory bodies of the HEI for its different academic Programmes	Yes	

24.	Promoted automation of learner support services of the Higher Educational Institution	Yes	
25.	Coordinated with external subject experts or agencies or organisations, the activities pertaining to validation and annual review of its in-house processes	Yes. A third-party annual audit is planned but yet to be conducted.	
26.	Coordinated with third party auditing bodies for quality audit of programme(s)	Work-in-progress	
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	Yes	
29.	Facilitated industry-institution linkage for providing exposure to the learners and enhancing their employability.	Yes	

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 online programmes	Upload relevant document
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1.	Governance, Leadership and Management: a. Organisation Structure and Governance b. Management c. Strategic Planning d. Operational Plan, Goals and Policies	CDOE, JIIT coordinates responsibilities for all staff involved in Online programs to ensure recruitment of qualified staff. The organization structure of CDOE include Directors, Dy. Directors, Assistant Directors supported by Programme and course coordinators, Technical team, Administrative team and IT team. Dedicated studios and production team to ensure recording of quality video lectures and self learning material as per four quadrant approach. Operational plans and policies are developed and regularly reviewed to ensure quality delivery and continuous improvement in academic and administrative functions and effective governance.	
2.	Articulation of Higher Educational Institution Objectives	CDOE, JIIT higher education objectives focus on delivering quality, accessible, and flexible online learning to empower students worldwide.	



3.	Programme Development and Approval Processes a. Curriculum Planning, Design and Development b. Curriculum Implementation c. Academic Flexibility d. Learning Resource e. Feedback System	The programme curriculum prepared by programme coordinators and reviewed by Board of studies and Board of faculty and then approved in academic council. Flexible teaching method with modern technology is used for Curriculum implementation. Choice based credit system is used for academic flexibility. E- learning material with digital library is provided for effective learning. Continuous feedback is collected subject matter expert for improvement.	
4.	Programme Monitoring and Review	Yes	
5.	Infrastructure Resources	Adequate infrastructure to support student learning includes e-library, studios for recording and LMS access and physical infrastructure as per the norms of regulation 2020.	
6.	Learning Environment and Learner Support	CDOE, JIIT offer comprehensive learner support services, including academic counseling, accessible study resources, and timely assistance through digital platforms.	
7.	Assessment and Evaluation	Assessment tools including multiple choice questions, projects, reports, case studies, presentations, and term-end examinations.	

8.	Teaching Quality and Staff Development	Yes	
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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 online programmes	Upload relevant document
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1.	Academic Planning	Director-CDOE consultation with faculty council makes Academic calendar and day order sheet for proper academic planning.	
2.	Validation	Director-CIQA validates the documents.	
3.	Monitoring, Evaluation and Enhancement Plans a. Reports from Examination Centres b. External Auditor or other External Agencies report c. Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institution levels d. Reporting and Analytics by the Higher Educational Institution e. Periodic Review	Examination system of online programme is monitored, evaluated and enhancement plan is done by Dy. Registrar- CDOE in consultation with COE and Registrar of University	

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, atleast 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. (Dr.) Vikas Saxena

PhD

3.2 Name and details of Deputy Director of Centre for Distance and Online Education

(Dual Mode University) - Full time or contractual basis, atleast 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

Dr. Manish Kumar Thakur

PhD

3.3 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

Dr. Vikas Saxena

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. Ridhima Bhanot Sharma

PhD

Ridhi

3.4 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:

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i. Programme name:

a. Programme Coordinator

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr. Sweta Dhand Suri	PhD	14 Years	Regular 1,40,000/-	04.07.2025
2	Dr. Reema Sharma	PhD	14 Years	Regular 1,46,000/-	01.10.2025

b. Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
MBA						
1	Digital Transformation in Business	Dr. Archana Srivastava,	PhD	26 Years	Regular 1,90,000/-	01.01.2025
2	Economics for Business	Dr. Sweta Dhand Suri, Assistant Professor	PhD	14 Years	Regular 1,40,000/-	04.07.2025
3	Organizational Behaviour	Dr. Divya Sharma,	PhD	10 years	Regular 1,40,000/-	12.07.2025

		Assistant Professor				
4	Marketing Management	Dr. Ashu Monga, PhD Assistant Professor		04 Years	Regular 1,40,000/-	01.07.2025
5	Business Stats using Excel Spreadsheet	Dr. Shriram Anil Purakar, Assistant Professor	PhD	20 years	Regular 1,55,000/-	01.01.2025
6	Financial Accounting and Reporting	Dr. Arshi Barin, Assistant Professor	PhD	07 Years	Regular 1,00,000/-	01.01.2025
7	Operations Management	Dr. Varsha Goyal, Assistant Professor	PhD	14 Years	Regular 1,05,000/-	29.01.2026
8	Corporate Finance	Dr. Reema Sharma, Assistant Professor	PhD	14 Years	Regular 1,46,000/-	01.10.2025
9	Corporate Skill Development	Dr. Ridhima Sharma, Assistant Professor	PhD	08 Years	Regular 1,04,000/-	01.01.2025
10	Business Analytics	Dr. Vikas Bhatnagar	PhD	10 Years	Regular 1,41,000/-	01.01.2025
11	Management Accounting	Dr. Varsha Goyal, Assistant Professor	PhD	14 Years	Regular 1,05,000/-	29.01.2026
12	Legal Aspects of Business	Dr. Sweta Dhand Suri, Assistant Professor	PhD	14 Years	Regular 1,40,000/-	04.07.2025
13	Innovation & Entrepreneurship	Dr. Varsha Goyal, assistant Professor	PhD	14 Years	Regular 1,05,000/-	29.01.2026
14	Human Resource Management	Dr. Ashu Monga, Assistant Professor	PhD	04 Years	Regular 1,40,000/-	01.07.2025
15	Business Research Methods	Dr. Reema Sharma, Assistant Professor	PhD	14 Years	Regular 1,46,000/-	01.10.2025
16	Digital Marketing	Dr. Alka Mishra, Assistant Professor	PhD-Persuing	06 Years	Regular 90,000/-	09.02.2026
17	India's Diversity and Business	Dr. Sujata Kapoor, Associate professor	PhD	20 Years	Regular 1,95,000/-	01.01.2025
18	Professional Communication	Dr. Alka Mishra, Assistant	PhD - Persuing	06 Years	Regular 90,000/-	09.02.2026

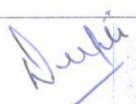
		Professor				
19	Capstone Project	Dr. Sweta Dhand Suri, Assistant Professor	PhD	14 Years	Regular 1,40,000/-	04.07.2025
BBA						
1	Foundation of Business Mathematics	Dr. Vikash Bhatnagar	PhD	10 Years	Regular 1,41,000/-	01.01.2025
2	India's Diversity & Business	Dr. Sujata Kapoor Associate professor	PhD	20 Years	Regular 1,95,000/-	01.01.2025
3	Managerial Economics	Dr. Sweta Dhand Suri, assistant Professor	PhD	14 Years	Regular 1,40,000/-	04.07.2025
4	Principles of Business Management	Dr. Ashu Monga, Assistant Professor	PhD	04 Years	Regular 1,40,000/-	01.07.2025
5	Financial Accounting	Dr. Reema Sharma, Assistant Professor	PhD	14 Years	Regular 1,46,000/-	01.10.2025
6	Business Communication	Ms. Alka Mishra Assistant professor	PhD- Persuing	06 Years	Regular 90,000/-	09.02.2026
7	IT Tools for Business	Dr. Richa Chauhan	PhD	18 Years	Regular 1,41,000/-	01.01.2025
8	Financial Management	Dr. Reema Sharma, Assistant professor	PhD	14 Years	Regular 1,46,000/-	01.10.2025
9	Organizational Behaviour	Ms. Alka Mishra Assistant Professor	PhD- Persuing	06 Years	Regular 90,000/-	09.02.2026
10	Marketing Management	Dr. Ashu Monga, assistant professor	PhD	04 Years	Regular 1,40,000/-	01.07.2025
11	Introduction to spreadsheets	Dr. Shriram Anil Purakar, Assistant Professor	PhD	20 years	Regular 1,55,000/-	01.01.2025
12	Global Business Environment	Dr. Varsha Goyal, assistant Professor	PhD	14 Years	Regular 1,05,000/-	29.01.2026
13	Business Statistics and Analytics	Dr. Vikash Bhatnagar	PhD	10 Years	Regular 1,41,000/-	21.12.2025
14	Technology, Corporate	Dr. Ashutosh Shukla	PhD	17 Years	Regular 1,30,000/-	01.01.2025

	Governance and Business Ethics					
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Course mentor

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ Regular	Date of joining programme
1	Dr. Reema Sharma	PhD	14 Years	Regular 1,46,000/-	01.10.2025

Any other details



3.5 Details of Administrative staff**a. Number of Administrative staff available exclusively for Online programmes**

Admin Staff	Required	Available
Deputy Registrar	1	1
Assistant Registrar	1	1
Section Officer	1	1
Assistants	3 (2 for DM Universities)	3
Computer Operator	2	2
Multi Tasking Staff	2	2

(Attached – 3.5(a))

b. Number and details of Technical Support for Online Programmes as per Annexure -IV:**i. Technical Team for Development of e-Content as Self-Learning e- Modules:**

Post	Required	Available
Technical Manager (Production)	1	1
Technical Associate (Audio-Video recording and editing)	1	1
Technical Assistant (Audio-Video recording)	1	1
Technical Assistant (Audio-	1	1

Video editing)		
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ii. For Delivery of Online Programmes:

Post	Required	Available
Technical Manager (LMS and Data Management)	1 (per Centre)	1
Technical Assistant (LMS and Data Management)	2	2

iii. For Admission and Examination for Online mode:

Post	Required	Available
Technical Manager (Admission, Examination and Result)	1 (per Centre)	1
Technical Assistant (Admission, Examination and Result)	2	2

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 Out sourced	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 center 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		

S.No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
	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 of facilities required for the conduct of Online examination for online programmes- NA

S.	Provisions in Regulations	Whether	If No,
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No.		being complied Yes/No If yes, please provide details and upload relevant documents	Reason thereof
1.	Requirements at Test Centres (as mentioned in provision II (B)(13)(i) of Annexure II)	NA	
2.	Requirement of proctors (as mentioned in provision II (B)(13)(ii) of Annexure II)	YES	
3.	Security arrangements in the testing centre (as mentioned in provision II (B)(13)(iii) of Annexure II)	NA	
4.	Remote Proctoring (as mentioned in provision II (B)(13)(iii) of Annexure II)	YES	

4.3 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	
2.	A Higher Educational Institution offering Online programmes shall have a mechanism well in place for evaluation of		



S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	learners enrolled through Online 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 Online mode: the learner has minimum participation of 75 per cent. in all the activities of Online programme prior to end semester examination or term end examination.	Yes	
4.	The curricular aspects, assessment criteria and credit framework for the award of Degree programmes at undergraduate and postgraduate level and/or Post Graduate Diploma programmes through online mode shall be evolved by adopting same standards as being followed in conventional	YES	



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S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	mode/ODL mode by the dual mode Higher Educational Institutions and in Open Distance Learning mode by the Open Universities		
5.	The weightage for different components of assessments for Online 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	Yes	
7.	Marks or grades obtained in continuous assessment and end semester examinations or term end examinations shall be shown separately in the grade card	Yes	
8.	A Higher Educational Institution offering a Programme in Online 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	Yes	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	that no part of the syllabus is left out of study by a learner.		
9.	The examination of the programmes in Online 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.	NO	Remote proctored based examination
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	NO	Remote proctored based examination
	(b) Availability of biometric system	NO	Remote proctored based examination
	(c) The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners and Passports for International learners	NO	Remote proctored based examination
	(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	NO	Remote proctored based examination



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S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	centre to the Higher Educational Institution		
11.	The Higher Educational Institution shall retain all such Closed- Circuit Television recordings in archives for a minimum period of five years	NO	Remote proctored based examination
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	NO	Remote proctored based examination
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	NO	Remote proctored based examination
13.	An Higher Educational Institution offering programme through Online mode shall conduct examinations either using technology enabled online test with all the security arrangements ensuring transparency and credibility of the examinations, or through the Proctored Examination and in conformity with any other norms for such examination as may be laid down by the Commission	YES	
14.	As restriction of territorial jurisdiction is not applicable for Online learning, such Higher Educational Institutions which are recognised to enroll international learners shall endeavour to conduct proctored	NA	


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S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	examinations for such learners		
15.	(a) Each award of Degree at undergraduate and postgraduate level and post graduate diploma for Online mode 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.	YES	
	(b) Each award shall also be uploaded on the National Academic Depository		
16.	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 Examination Centres	YES	

4.4 Result and Student Progression

For UG, PG and PGD programmes

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Semester beginning	Programme name	No. of students admitted	No. of students appeared in exams	No. of students progressed to next year(Student appeared for 1st semester Only)	% of students passed	% of students passed in first class
1 st September 2025	MBA	90	70	70	78	69
	BBA	2	1	1	50	50
1 st February 2025	MBA	42	40	37	88	83
	BBA	5	5	5	100	100



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.

Uploaded.

1. MBA- PPR
2. BBA- PPR

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

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

Methodology to review Learning Material, Audio-Video material - Attached

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.

5.3

Academic Council document

Part – VI: Programme Delivery through Learning Platform

6.1 Details of Learning Platform

Please provide link and details of Learning Platform opted by HEI.

- In case of SWAYAM Learning Platform, In case of SWAYAM Learning Platform, details of HEI having access to SWAYAM for the proposed programmes of study (with respective link), duly approved by the statutory bodies of the Higher Educational Institution empowered to decide on academic matters, for - Learner Authentication, Learner Registration, Payment Gateway and Learning Management System

SWAYAM

- In case of Non-SWAYAM Learning Platform, evidence to ensure that it is not used in any franchise arrangement with a private service provider and HEI has the ownership of offering Online programmes including all the required components of Online education and compliance to all the provisions of the regulations

NA

6.2 Compliance status in respect of the Programme delivery

HEI shall mention mechanism followed to ensure the learner's participation at least for two hours every fortnight as per provision 13 (C) (5) of the Regulations, 2020. Further, details of the norms followed by HEI for delivery of courses in Online mode in Teaching- Learning scheme (as per table 3, Annexure – VII)

All the norms are followed. The semester wise- day wise delivery plan is attached.

6.3 Whether e-learning material of any course in a particular programme was sourced through OER/ Massive Open Online Courses: Y/N

a. Provide details as under:

S. No.	Programme Name	Courses allowed through	Name of Platform	Name of HEI offering the course (if any)	Duration of the Course	No. of Credits assigned	Percentage of total courses in a particular
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HEI ID: DEB-U-0522

Name of HEI: Jaypee Institute of Information Technology

Type of HEI: Deemed to be University

		OER/ MOOC				to the Course	programme in a semester (Semester
							wise programmes wise)
NA	NA	NA	NA	NA	NA	NA	NA

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

*Upload**Jyoti*

Director

Centre for Distance and Online Education

JIIT (Deemed to be University)

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	
Uploading of the following on HEI website (https://jiitonline.com)			
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 Online 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, suggested readings, contact points for	Yes	

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
	counselling/mentoring, programme structure with credit points, programme-wise faculty details, list of supporting staff, their working hours and mentoring (for Online 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.	Detailed strategy plan related to Online programme delivery, if any including learning materials offered through Online and learner assessment system and quality assurance practices of Online learning programmes	Yes	
8.	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 Online programmes and shall be an input for maintaining the quality of the programmes and bridging the gaps, if any	Yes	
9.	Information regarding all the programmes recognised by the Commission	Yes	

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
10.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	Yes	
11.	Complete information about 'e-Learning Material' including name of the faculty who prepared it, when was it prepared and last updated for Online Programmes;	Yes	
12.	A compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of online interaction with learners providing hyperlink support for Online Programmes	Yes	
13.	List of the 'Examination Centres' along with the number of learners in each centre, for Online programmes	NA	
14.	Details of proctored examination in case of end semester examination or term end examination of Online 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	
16.	Reports of the third party academic audit to be undertaken every five years and internal	Yes	

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
	academic audit every year by Centre for Internal Quality Assurance		

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.	Enrolment of learners to the Higher Educational Institution, for any reason whatsoever, in anticipation of grant of recognition for offering a programme in online mode, shall render the enrolment invalid	Yes
2.	A Higher Educational Institution shall, for admission in respect of any programme in online 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
3.	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
4.	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	Yes

	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	
5.	Admission of learners to a Higher Educational Institution for a programme in Online 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
6.	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
7.	Every Higher Educational Institution shall publish, prior to the date of commencement of admission to any of its programme in Online mode, a prospectus (print and in e-form) containing the following for the purposes of informing those persons intending to seek admission to	


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	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 online 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 online mode, which shall be in consonance with the resources	Yes
8. (d)	the conditions of eligibility including the minimum age of a learner in a particular programme of study, where so specified by the Higher Educational Institution	Yes
8. (e)	The minimum educational qualifications required for admission in programme(s) specified by the Commission or relevant statutory authority or councils, or by the Higher Educational Institution, where no such qualifying standards have been specified by any statutory authority	Yes
8. (f)	The process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for	Yes

	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	No
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	Yes

	in the Commission Order	
10.	No Higher Educational Institution shall, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a programme of study conducted by it	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 Online 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 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 online 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	Yes

	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

8.2 Whether Higher Educational Institution provided the details of all International learners enrolled immediately after the beginning of the academic session to the Ministry of External Affairs, Ministry of Education and University Grants Commission:

No international Student enrolled

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Supri

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 grievance Redressal mechanism is followed through notified grievance redressal committee.

Attached Committee Notification

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
0	0

9.3 Complaint Handling Mechanism

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

<https://www.jiit.ac.in/grievance>

Nodal Officer
Dr Sujata Kapoor
Associate Professor- Management

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)

0	0	0
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Part – X: Innovative and Best Practices

10.1 Innovations introduced during academic year

NA

10.2 Best Practices of the HEI

1. Thought Leadership 2. Student innovation 3. Industry-Academia Connect

10.3 Details of Job Fairs conducted by the HEI

NA

10.4 Success Stories of students of Online mode of the HEI

NA

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

Faculty Identification initiated.

10.6 Number of students placed through Campus Placements

NA

10.7 Details of Alumni Cell and its activity

2025-26 was the first session, hence, no alumni

10.8 Any other Information

NO

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. Deepti Mehrotra

Director

Centre for Distance and Online Education (CDOE)
JIIIT (Deemed to be University), Noida

Seal:

Date: 26.08.2026



Signature of the Registrar:

Name: Col (Dr) Sharad Rastogi

Registrar

Jaypee Institute of Information Technology
Deemed University, U/S 3 of The UGC Act
A - 10, Sector - 62, Noida (U.P.)

Seal:

Date: 26.08.2026

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.