INVITATION OF PROPOSALS FROM HIGHER EDUCATIONAL INSTITUTIONS(HEIS) FOR RECOGNITION OF

OPEN AND DISTANCE LEARNING (ODL) AND ONLINE LEARNING (OL)

Help Manual- Registration & Application Filling Procedure.

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सचिव
Prof. Manish R. Joshi
Secretary

विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

PUBLIC NOTICE

F. No. 1-1/2023(DEB-I)   October 5, 2023/13 आश्विन, 1945

Invitation of applications from ELIGIBLE Higher Educational Institutions (HEIs) for recognition to offer programmes under Open and Distance Learning (ODL) mode and/or Online mode for academic year 2023-24, academic session beginning February, 2024 and onwards.

UGC invites fresh online applications from eligible Higher Educational Institutions (HEIs) as per Regulation 3(A) and Regulation 3(B)(b) of UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments for recognition of programmes under Open and Distance Learning (ODL) mode and/or Online mode for academic year 2023-24, academic session beginning February 2024 and onwards.

The Online portal for submitting applications shall remain open from 10th October, 2023 to 31st October, 2023. The HEI is required to submit application at https://deb.ugc.ac.in/. The duly certified hard copy of the application along with original affidavit and annexure should reach Deputy Secretary, Distance Education Bureau, UGC, 35, Feroze Shah Road, New Delhi -110001 by **15th November, 2023.**

Eligible HEIs that have been already recognized by the UGC to offer ODL and/or Online Programmes for academic year 2023-24 may apply for recognition of additional programmes, if any.

The HEIs are requested to visit the UGC DEB website at https://deb.ugc.ac.in/ for prescribed application fee and for further updates/ announcements in this regard.

HEIs may please note that the mere submission of an application should not be considered as grant of approval and that all application(s) shall be subject to scrutiny with respect to the standards stipulated in the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments.

Note- The application submission window is opened THROUGHOUT THE YEAR at https://deb.ugc.ac.in/ for:

• Higher Educational Institutions (HEIs) entitled to offer Online Programmes without prior approval of UGC as per Regulation 3(B)(a) of UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments.
• Category-I HEIs notified by UGC as per UGC (Categorization of Universities (only) for Grant of Graded Autonomy) Regulations, 2018 and its amendments for offering programmes under Open and Distance Learning (ODL) mode.

(Manish Joshi)

ONE EARTH - ONE FAMILY - ONE FUTURE

बहादुरशाह ज़फ़र मार्ग, नई दिल्ली-110002 | Bahadur Shah Zafar Marg, New Delhi-110002
Ph.: 011-23236288/23239337 | Fax : 011-2323 8858 | E-mail : secy.ugc@nic.in

https://deb.ugc.ac.in/Uploads/Notices_Upload/UGC_20231005142813_1.pdf

Open the DEB website using the following URL- https://deb.ugc.ac.in/

Click here to begin the process

ELIGIBLE ODL/ONLINE

Registration (New User)

Login (Registered User)

Help Manual

Start date: 10th October 2023

Last date: 31st October 2023

ENTITLED ONLINE

Registration (New User)

Login (Registered User)

Help Manual

Application portal live round the year.

CATEGORY-I (ODL)

Registration (New User)

Login (Registered User)

Help Manual

Application portal live round the year.

New HEIs should Click here for the Registration

Already Registered HEIs should click here to apply.

IN CASE OF ANY QUERY, PLEASE CONTACT

Use these contact details for any General query

For General Query

Click here..

Use these contact details for any Technical query

For Technical Query

Phone : 079-2326-8279/ 01123604843

Email : odl.ugc@mail.inflibnet.ac.in

First page displays the Important Timelines/Information including Eligibility Criteria, Fee & Payment details and UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020

Click here to go to the next page

Read the general instructions and Accept the conditions

Last Date for Submission of Proposal: 31st October 2023

Registration:Higher Educational Institution

Instructions

Application for recognition of Eligible HEI under Open and Distance Learning (ODL) mode and/or Online mode as per UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments

Academic year 2023-24, academic session beginning from February, 2024 and onwards

1. University Grants Commission has notified the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 in the official Gazette on 4th September, 2020. Subsequently, amendments have been notified on 1st July, 2021 and 18th July, 2022. These regulations are available on UGC website at https://deb.ugc.ac.in/Home/Regulations?Year=2020. Kindly read the same before applying.

2. The HEI intending to apply shall register online through the portal. After successful registration, a unique ID and password will be sent on the registered email ID. The UGC may verify the genuineness of the applicant through email/mobile before sending ID and password. **It may be noted that only Registrar is allowed to register on the behalf of the HEI.** Persons other than registrar/authorised official of HEI are not allowed to register themselves on behalf of any HEI. UGC may initiate legal action against such persons.

3. The applicant will be able to access the online application form after loggingin through the portal using given ID and Password only. The applicant HEIs are requested to go through the information required to be submitted while applying along with the format of Affidavit to be submitted.

4. After submission of online application, the HEI shall submit a copy of application along with the duly notarised affidavit to "Deputy Secretary (DEB), University Grants Commission, Distance Education Bureau, 35, Feroze Shah Road, Delhi -110001", within 15 working days after submission of the online application form.

5. A copy of online application including all annexures downloaded from the portal shall be uploaded by the HEI on its official website immediately after online submission.

6. Applications which are not submitted through online mode on the designated portal within the specified period will not be entertained in any manner. Also, application with incomplete /ambiguous information will not be entertained by UGC.

7. HEIs are requested to visit the UGC DEB website at https://deb.ugc.ac.in/ on regular basis for updates/ further information.

8. You may kindly write to **odl.ugc@mail.inflibnet.ac.in** for any technical queries.

☐ I have read above mentioned instructions carefully.

☐ I also accept terms and conditions mentioned /provisions detailed in University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments.

[Accept]   ⬅   Click 'Accept' to proceed

Steps to follow on Registration Page

1. Select State from the dropdown

2. Select your HEI name from the list

3. If you find that your HEI is not listed in the dropdown list, Or the auto filled data – it implies that AISHE Code, HEI type & year of establishment has discrepancy with your original data. Do write an email to odl.ugc@mail.inflibnet.ac.in

4. Submit the details of NAAC status or NIRF ranking as applicable.

5. Accept the declaration mentioned in registration page.

6. Enter the Captcha as shown and submit your details by clicking on 'Submit' button.

7. Login credentials shall be sent to the registered email id.

8. Once submitted, no change shall be allowed in this basic information entered by the HEI during Registration process.

DEB

Distance Education Bureau

Registration:Higher Educational Institution

Basic Details

State*	Full Name of HEI (as per UGC 2(F))*	Full Address of HEI *	
Gujarat	INFLIBNET-4	GH 0	INFOCITY ❶

PIN*	City*	District*	University Type*
123456	Gandhinagar	Gandhinagar	Private University

Mode of Education*	Applying for*	Month & Year of Establishment *	No. of Years of Existence*
Dual Mode	Open & Distance Learning (ODL)	--Select Month-- | 2004	16

NAAC

Whether accredited from NAAC*

--Select--

NIRF (Upload Screenshot of NIRF Website, showing HEI Name with its Ranking.)

Year *	Ranking *	Upload NIRF Certificate * .pdf Format (Maximum File Size 1 MB)
--Select--	--Select--	Choose File No file chosen
Year	Ranking	Upload NIRF Certificate .pdf Format (Maximum File Size 1 MB)
--Select--	--Select--	Choose File No file chosen

Registrar Details

Name of Registrar*	Mobile Number of Registrar*	Official Email ID of Registrar(For all Communication)*
Name of Registrar	XXXXXXXXXX	Email of Registrar

☐ I hereby declare that the Higher Educational Institution shall adheres to all the provisions mentioned under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020

Captcha:

hZkrq8 ↻Refresh

Enter Captcha

Save   Click 'Save' to submit registration form

'Institute Registered successfully' message will appear after submitting the registration form. An email consisting of Credentials will be sent to HEI's registered email Id.

Use the credentials sent on Registered Email Id to login to the dashboard and proceed with the process of online application

DEB   Distance Education Bureau

REGISTERED HEI LOGIN

👤 Username *

    [Username]

🔒 Password *

    [********]

👁 Captcha *

    7341

    [Enter Captcha]   [⟳ Refresh]

☐ Remember me   Forgot Password?

🔒 SIGN IN

Don't have an Registration yet?
Click here for Registration

Login id provided in your email ID

ONLINE LEARNING   OPEN DISTANCE LEARNING   DASHBOARD   PROPOSAL

Dashboard

INFLIBNET-66 [HEI-INF-000066]

Type: **State**

Address: **nr.S.K college**

Payment

Click on the Payment to pay the Registration Fee.

IN CASE OF ANY QUERY, PLEASE CONTACT

For General Query

Click here..

Email : odl.ugc@inflibnet.ac.in

For Technical Query

Phone : 079-2326-8279

Email : odl.ugc@mail.inflibnet.ac.in

Payment of Registration fee

Thursday, May 26, 2022 🏠 Logout

Payment - (UGC-14 [HEI-P-INF-000014])

← Back

Fee Type*

--Select-- ⌄ ← Click on Registration

Fee Amount*

29500 ← Check the amount

Total Fees (Including GST 18%) :

Payment ← Click the payment

Payment History

Registration Payment :-

Sr No	Year	Session	Category	No of programme	Fee Amount	Payment Status	Bank Transaction Reference No	PaymentDate
Sr No	Year	Session	Category	No of programme	Fee Amount	Bank Transaction Reference No		PaymentDate

Payment Notes:

Sr No	Mode	Fees
1	One-time registration fee	Rs. 25000/- + GST (18%) as applicable
2	Open and Distance learning Programme (ODL)	Starting of Programmes - Rs 10,000/- per programme, subject to minimum of Rs 50,000/- + GST (18%) as applicable
3	Online tearning Programmes (OL)	Starting of Programmes - Rs 15,000/- per programme, subject to minimum of Rs 75,000/- + GST (18%) as applicable

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PAYMENT MODE

- Credit Card
- Debit Card
- Net Banking
- Pay Using UPI ID/VPA

Credit Card

Credit Card Number	01	2022	CVV /

Name On Card

Bank Name

Please Note: If your credit or debit card has not been used for ecommerce transactions, it will be blocked by your bank for all online transactions as per RBI notification effective March 16,2020. In case your transaction is failing,please contact your card issuing bank to enable your card for online transactions.

Billing Details

202XX23

HEI-P-INF-000014

Cancel   **Pay Now**

By clicking Pay Now you are agreeing to Terms & Conditions

Amount Payable

₹ **29500.00**

UNIVERSITY GRANTS COMMISSION_UGC

Transaction Id : 123

Check the details for the Pay Now

Verified by VISA MasterCard. SecureCode. AMERICAN EXPRESS SafeKey VISA mastercard Diners Club INTERNATIONAL AMERICAN EXPRESS JCB RuPay Maestro PCI DSS ORC list! 2018

After making the registration fee payment, 'Proposal' button will become activated.

UGC **DISTANCE EDUCATION BUREAU**

Monday, March 20, 2023 | 🏠 | Logout

DASHBOARD | **PROPOSAL**

Click here to jump on the Application/Proposal page.

Dashboard

INFLIBNET-3 [HEI-P-INF-00003]
Type: **Deemed-To-Be-University**
Address: **jdjfkdkf**

IN CASE OF ANY QUERY, PLEASE CONTACT

For General Query

Click here..

Email : odl.ugc@inflibnet.ac.in

For Technical Query

Phone : 079-2326-8279

Email : odl.ugc@mail.inflibnet.ac.in

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New Proposal Window

Thursday, May 26, 2022 | 🏠 | Logout

Apply Programme Proposal - (UGC-12 [HEI-INF-000012])

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| Applied Programme Proposal |
| New Proposal |

Proposal Details - 2022-23

Sr No	Proposal Id	Year	Session	Mode of Operation	FlowType	Programme Fee Status	Programme Status	
1	2022-23-July-ODL-INF-000012-837-Proposal-New	2022-23	July	Dual Mode	New (ODL)	Paid	Applied: 2	Fill Proposal
2	OL-INF-000012-837-Exempted	2022-23	July	Dual Mode	Entitled (OL)	Paid	Applied: 1	Fill Proposal

Proposal Details

Sr No	Proposal Id	Year	Session	Mode of Operation	FlowType	Fee Status	Programme Status

Click on the New proposal

Select Flow Type: Eligible / Entitled.

Click on 'Fill Proposal'.

This tab will show you all the application filled in the previous years

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1. HEI PROFILE

Dashboard - (UGC-12 [HEI-INF-000012])

Applying for : ODL

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Profile of HEI

Payment

Proposed Programmes

Proposed Programme Project Report & Self Learning Material

Latest Notification

Regional & Learner and Examination Centres

Human Resources Information

Other Information

Compliance

Final submission will be enabled soon

Click on the 'Profile of HEI' to fill the HEI related details

IN CASE OF ANY QUERY, PLEASE CONTACT

For General Query

Phone : 011-2360-4666

Email : deb.query@inflibnet.ac.in

For Technical Query

Phone : 079-2326-8279

Email : odl.ugc@inflibnet.ac.in

HEI Profile

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HEI Profile & Administrative Information | **Infrastructure** | **Activity Calendar**

Click here to fill 'HEI profile & Administrative details under HEI Profile button.

HEI Profile & Administrative Information page

Thursday, May 26, 2022   Logout

HEI Profile & Administrative Information : UGC-12

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- **HEI Basic Information**
- HEI Authorities
- HEI Recognition
- UGC DEB Recognition
- IGNOU Recognition
- NAAC Details
- NIRF Ranking
- Territorial Jurisdiction

HEI Basic Information

Registration ID	Name of the HEI	Institution Type *
HEI-INF-000012	UGC-12	Deemed University

Year of Establishment *		Mode of Education *	City*	District*
Jan	2005	Dual Mode	Gandhinagar	Ahmedabad

Address *

Ahmedabad, gujarat

Gujarat

State *
Gujarat

Pin *
382010

Contact No. *
0798855

Fax
8855

Official Website of HEI *
deb.ugc.ac.in

Official website for Open & Distance Learning
http://test.url.ac.in

Email *
infnsdev@inflibnet.ac.in

Save & Next

Fill all the required information asked in circled tabs and click on the Save and Next.

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HEI Profile > Infrastructure

← Back

HEI Profile & Administrative Information   Infrastructure   Activity Calendar

Click on the 'Infrastructure' tab to fill HEI infrastructure related details.

Infrastructure page (Inner view)

Infrastructure : UGC-12

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Total Build-up area for Open and Distance Learning activity - Minimum 15000 sq.ft. (carpet area):

Build-up Area Type	Minimum Built up area required as per Regulations	Built-Up Area available(Carpet Area Sq. ft) *	Difference	Compliance or Not
Academic	7500	56867	49367	Yes
Administrative	1500	567	-933	Yes
Academic support such as Library, Reading Room, Computer Centre, Information and Communication technology labs, Video and Audio Labs etc.	4500	56867	52367	No
Amenities or other support facilities(Excluding toilets)	1500	67867	66367	Yes
Total built-up area for ODL activities	15000	182168	167168	No

Click on 'Save' after filling all the Infrastructure related Information.

→ Save

HEI Profile > Activity Calendar

Logout

← Back

HEI Profile & Administrative Information   Infrastructure   Activity Calendar

Click here to fill Activity Calendar related details.

ACTIVITY CALANDER (Inner Page View)

Thursday, May 26, 2022 | Logout

Activity Calendar : UGC-12

Back

Academic Year Planner [Programmes under yearly system]:

Srno	Name of the Activity	Tentative months schedule (specify months) during Year	
		From (Month)	To (Month)
1	Admission *	Jan	Jan
2	Assignment Submission (If any) *	Apr	Feb
3	Evaluation of Assignment *	Apr	Jun
4	Examination *	Sep	Jun
5	Declaration of Result *	Jun	Jun
6	Re-registration *	Mar	Jun
7	Distribution of SLM *	May	Jul
8	Contact Programmes(counselling, Practicals,etc.) *	Dec	Aug

Academic Year Planner [Programmes under Semester System]:

Srno	Name of the Activity	Tentative months schedule (specify months) during Year			
		From (Month)	To (Month)	From (Month)	To (Month)
1	Admission *	Mar	Jan	Mar	Jan
2	Assignment Submission (If any) *	Mar	May	Mar	Feb
3	Evaluation of Assignment *	Mar	Jun	Mar	Jun
4	Examination *	Nov	Jun	May	Jul
5	Declaration of Result *	Sep	Aug	Jan	Aug
6	Re-registration *	Mar	Jun	Jul	May
7	Distribution of SLM *	Apr	Jul	Jun	Jun
8	Contact Programmes(counselling, Practicals,etc.) *	Oct	Oct	Sep	Sep

Click on the Save after fill all the required details.

Save

2. Proposed Programmes: Click on Proposed Programmes tab to Programmes and Additional Information.

Dashboard - (UGC-12 [HEI-INF-000012])

Applying for : ODL

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Profile of HEI

Payment

Proposed Programmes

Proposed Programme Project Report & Self Learning Material

Latest Notification

Click here to add Programmes and Fill programme related additional details.

Regional & Learner and Examination Centres

Human Resources Information

Other Information

Compliance

PROPOSED PROGRAMMES (Cont.)

Thursday, May 26, 2022   🏠   Logout

Proposed Programmes : UGC-12

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| Proposed Programmes | Specification of Degrees July-201 | Add New |

Click here to add new programmes →

1. Proposed Programmes
2. Additional Information
3. Programme Compilance
4. Mode of Evaluation
All Programmes Details

Fill the information asked in all these tabs.

Year *

2022-23

Show 10 entries   Excel   Search:

S no	Programme to be offered in	Year	Level	Academic Session	Department Name	Name of Programme	Duration (In Years)	Action
1	ODL	2022-23	PG	July	Department1	Master Of Education - Special Education (Learning Disability)	2.5	✏ 🗑
2	ODL	2022-23	UG	July	Department	Bachelor Of Elementary Education (Na)	4	✏ 🗑

Showing 1 to 2 of 2 entries

Previous 1 Next

All the added programmes appear here in the list.

Proposed Programmes > Additional Information

Logout

Proposed Programmes : UGC-12

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1. Proposed Programmes

2. Additional Information

3. Programme Compilance

4. Mode of Evaluation

All Programmes Details

Additional Information

Year *
--Select--

Proposed Programme *
--Select--

Academic system followed for proposed programme *
--Select--

Number of Credits *

Whether Programme requires Practical or laboratory courses as a curricular requirement *
--Select--

Date of Approval of Statutory Authority (s) (DD-MM-YYYY) of HEI *
DD-MM-YYYY

Statutory bodies approval upload (File Must be in .pdf Format (Maximum File Size 1 MB)) *
Choose file   No file chosen

Whether Regulatory Authority approval is required *
--Select--

Whether Proposed programme already being taught in Conventional with same nomenclature *
--Select--

No. of Batch passed *
--Select--

Fill all the required fields and Save.   → Save

Show 10 entries   Excel

Search:

Whether