



ज्ञान-विज्ञान विमुक्तये

प्रा. मनिष र. जोशी  
सचिव

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सत्यमेव जयते



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

D.O.No. 14-4/2023(CPP-II)

13<sup>th</sup> October, 2023/21, आश्विन, 1945

**PUBLIC NOTICE**

**Subject: UGC invites comments/suggestions/ feedback on the draft Minimum Mandatory Disclosure for Universities/ HEIs.**

National Education Policy, 2020 emphasizes on transparent public disclosure and extensive use of technology by HEIs to ensure efficiency and transparency in their work.

It is often noticed that the websites of several HEIs lack in providing basic minimum information or are not functional or are not up to date. This causes a lot inconvenience and uncertainty to the stakeholders, particularly to the students. It is, thus, desirable that the universities/HEIs provide basic information and updated content on their websites for the benefit of the stakeholders.

Draft Minimum Mandatory Disclosure for Universities/ Higher Education Institutions (HEIs) was considered by the Commission in its 572<sup>nd</sup> meeting and decided to invite feedback from the stakeholders.

Accordingly, suggestions/comments/feedback from the stakeholders are invited on the aforesaid draft. The suggestions / comments / feedback may be sent on [feedbackcppii@gmail.com](mailto:feedbackcppii@gmail.com) by **November 15, 2023**.

  
(Manish Joshi)

Enclosure: Draft Minimum Mandatory Disclosure for Universities/ HEIs.



## UNIVERSITY GRANTS COMMISSION

F.No. 14-4/2023(CPP-II)

13<sup>th</sup> October, 2023/ 21 आश्विन, 1945

### DRAFT MINIMUM MANDATORY DISCLOSURE FOR UNIVERSITIES / HEI'S TO BE UPLOADED AT THEIR RESPECTIVE WEBSITE

#### 1) About HEI/University

- About us: Overview
- Act and Statutes or MoA
- Institutional Development Plan
- Annual Reports
- Constituent Units/ Affiliated Colleges, Off campus/Off shore campus (Wherever applicable)
- Accreditation / Ranking (NAAC, NIRF)
- Study in India (wherever applicable)

#### 2) Administration (Profiles with photographs)

- University Organogram Chart
- Chancellor
- Vice Chancellor
- Pro-Vice-Chancellor (wherever applicable)
- Registrar
- Finance Officer
- Controller of Examination
- Chief Vigilance Officer
- Executive Council, Academic Council, Board of Studies, Finance Committee
- Academic Leadership (Dean/HoD of Schools/Departments/Centres)

#### 3) Academics

- Academic Programs
- Academic Calendar
- Schools/Departments/ Centres
- Department/School/Centre wise faculty details with photographs
- Library: Basic information at a glance

#### 4) Admissions & Fee

- Prospectus (Provide link and upload soft copy of Prospectus)
- Admissions (provide link)



- Admission guidelines for international students (wherever applicable)
- Facilities provided to international students
- Fee structure for various programs
- Fee refund policy

#### **5) Research**

- Research and Development Cell
- Publications
- Patents
- Foreign Collaboration (wherever applicable)
- Industry Collaborations
- Central facilities
- MoU
- Shodhganga and Shodhgangotri (provide links)

#### **6) Student Life**

- Hostel
- Fellowships/ Scholarships (provide details)
- Academic Bank of Credits (provide link)
- Digi Locker NAD Portal (provide link)
- National Scholarship Portal (provide link)

#### **7) Campus Harmony & Well Being**

- e-Samadhaan (Provide link)
- Student Grievance Redressal Committee (SGRC)
- Details of OMBUDSPERSON
- Internal Quality Assurance Cell
- Internal Complaint Committee
- Anti-Ragging Cell with Helpline number
- Equal Opportunity Cell
- Socio-Economically Disadvantaged Group Cell (SEDG)

#### **8) Alumni**

- Alumni Association (provide link of portal wherever applicable)
- Alumni Co-ordination Cell

#### **9) Information Corner**

- RTI: Details of CPIO and Appellate authority (wherever applicable)
- Circular and Notices
- Announcements
- Newsletters
- News, Recent events & Achievements
- Job openings
- Reservation Roster (wherever applicable)

## 10) Picture Gallery

## 11) Contact us

- Details with Phone Number, Official Email ID and Address
- Telephone Directory

**“Important Links”** should be given at the bottom or on the side as **“Persistent Links”**

**MoE- [education.gov.in](http://education.gov.in)**

**UGC- [ugc.gov.in](http://ugc.gov.in)**