

HEI ID: HEI-U-0107

Name of HEI: Jamia Hamdard

Type of HEI: Dual Mode

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Annual Report

OF

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

PROGRAMMES UNDER

ONLINE MODE

2025-2026

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Part – I: General Information**1.1 Date of notification of the Centre (attach a copy of the notification):**

https://www.jamiahamdard.ac.in/uploads/files/CIQA_Committee_Notification_20251.pdf

1.2 Details of Director, CIQA

- Name : Prof. M. A. Sikandar
- Qualification: Ph.D
- Appointment Letter and Joining Report: Upload (PDF)
https://www.jamiahamdard.ac.in/uploads/files/Appoint_Joining_of_Director_CDOE.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. M. Afshar Alam, MCA, Ph.D, Vice Chancellor	Computer Science	15 th July 2025 to 16 th June 2026
			Prof. Asgar Ali M.Pharm, Ph.D	Pharmacy	17 th June 2026 onwards
b.	Three Senior teachers of HEI	Member 1	Prof. S.Raisuddin, Director, IQAC Jamia Hamdard M.Sc., Ph.D	Toxicology	15 th July 2025 to 31 st Jan 2026
			Prof. Sheher Yar M.Pharm, Ph.D Director, IQAC Jamia Hamdard	Pharmacy	1 st Feb 2026 to till date
		Member 2	Dr Arshad Hussain MA, Ph.D HOD, Department of Islamic Studies, JH	Islamic Studies	15 th July 2025 to 31 st March 2026
			Dr. Abroo Aman Andrabi, MA, Ph,D Associate Professor & HOD, Department of Islamic Studies, JH	Islamic Studies	30 th April, 2026 onwards

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		Member 3	Prf. Mehartaj Begum MA, Ph.D, Dean School of Humanities and Social Sciences, JH	Human Rights/ Political Science	15 th July 2025
c.	Head of three Departments or School of Studies from which programme is being offered in ODL and Online mode.	Member 4	Prof Fareen Siddiqui, MCA, Ph.D, Dean School of Engineering Sciences & Tech.(SEST), JH Prof. Parul Agarwal MCA, Ph.D Dean, SEST, JH	Computer Science	15 th July 2025 21 st Sept 2025 22 nd Sept 2025 to till date
		Member 5	Prof. Reshma Nasreem , Dean School of Management Business Studies, JH	Management	15 th July 2025
		Member 6	Prof Uma Bhandari, Dean School of Pharmaceutical Education and Sciences (SPER), JH	Pharmacy	15 th July 2025
d.	Two External Experts of ODL and/or Online Education	Member 7	Prof. Sushma MA, M.Phil, Ph.D , Former Vice- Chancellor, BPS Mahila Vishwavidyalaya Sonapat (Haryana)	Political Science and Public Administration	15 th July 2025
		Member 8	Prof. K. D. Parsad, Ph.D , Director EMPC, IGNOU	Online and Distance Education	15 th July 2025
e.	Officials from departments of HEI	Member 9 Administration	Col. Tahir Mustafa Registrar, B. Tech (Civil) MSc (Geography)	Civil Engineering	15 th July 2025


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	- Administration - Finance		Colonel Tahir Mustafa, Registrar, B.Tech. (Civil), M.Sc. (Geography)	Civil Engineering	15 th July 2025
		Member 10 Finance	Mr. Ashu Kumar, CA	Accounting and Finance	15 th July 2025
f.	Director, CIQA	Member Secretary	Prof. M. A. Sikandar Ph.D.	Management	15 th July 2025

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

If No, reason thereof

Yes, Committee is reconstituting in every two years:

https://www.jamiahamdard.ac.in/uploads/files/CIQA_Committee_Notification_20251.pdf

1.4 Number of meetings held and its approval:

a. No. of meetings held every year: 2

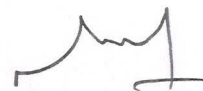
b. Meeting details:

Meetings	Date-Month-Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting 1	28 th August 2025	2	https://www.jamiahamdard.ac.in/CDOE/CIQA.htm#	By Vice Chancellor
Meeting 2	27 th August 2026	1	https://drive.google.com/file/d/1VoVR_98SHtPwRbHvjOOU0vSeWnsaQsxm/view?ts=6a917da5	By Vice Chancellor

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

From <Month, Year> academic session:

Sr. No.	Name of the Department	Certificate Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority	Number of students admitted (Male/Female/Trans-gender)
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						(s) (DD-MM-YYYY) of HEI/Regulatory authority (if required)	M	F	T G	Total
1.	NIL									
N.										

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

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

From < 2025/2026 > academic session:

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.	Centre for Distance and Online Education	Advance Diploma in Pharmaceutical Regulatory Affairs (ADRA)	12	32	B.Pharm/MBBS/BU MS or a Bachelor Degree in science from a recognized university.	12000/- per semester	1 February 2019, 12 August 2021	395	221	0	616
2.	Centre for Distance and Online Education	Diploma in Professional Arabic Language (DPA)	12		10 th pass or equivalent from any Madarsa recognized by Jamia Hamdard	4500/- per semester	1 February 2019, 12 August 2021	109	62	1	172

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

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

From <2025/2026> academic session: TO BE EXTRACTED FROM WEBPORTAL

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)
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							M	F	TG	Total
1.	NIL									
N.										

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

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

https://deb.ugc.ac.in/pdf/HomePageRecognitionDetail/140/140_upload_RecognitionDetails_20260413125255.pdf

From July 2025 and Jan 2026 academic sessions: 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.	Bachelor of Business Administration (BBA)	3	132	10+2 from a recognized Secondary Education Board/ Institute	14000/- per semester	14 th September 2021	177	64	0	241
2.	Bachelor of Computer Applications (BCA)	3	138	10+2 from a recognized Secondary Education Board/ Institute	16000/- per semester	14 th September 2021	364	172	0	536
3.	Bachelor of Commerce (B.Com)	3	158	10+2 from a recognized Secondary Education Board	9000/- per semester	14 th September 2021	54	15	0	69

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


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

From July 2025 and Jan 2026 academic sessions: 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.	Master of Business Administration (MBA)	2	128	A candidate seeking admission to the programme must have: o Passed Bachelor's degree examination or equivalent in any discipline from a recognized institution. Bachelor's degree signifies that the degree has been obtained under 10+2+3 system of education. or bachelor's degree in any discipline with minimum 50% aggregate marks or CGPA of 5 on	25,750/Per semester	F.No. 2-1/2024(D EB-II) 01-02-2024	408	158	0	566

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				a 10 point scale						
N.	Master of Computer Applications (MCA)	2	100	Passed BCA/ BSc/ B. Com/ BA with mathematics at 10 + 2 level or at graduation level examination from a recognized institution/university securing at least 50% marks (or equivalent CGPA) in the qualifying examination.	21,750/ Per semester	F.No. 2-1/2024(D EB-II) 01-02-2024	168	36	0	204
3.	Master of Arts (Political Science) (MAPS)	2	120	Passed 10+2+3 in any stream.	6500/ Per semester	F.No. 2-1/2024(D EB-II) 01-02-2024	76	43	0	199
4.	Master of Arts (Islamic Studies) (MAIS)	2	120	Graduation or Fazilat degree from state Madrasah Board or Madrasa recognized by Jamia Hamdard	8000/ Per semester	F.No. 2-1/2024(D EB-II) 01-02-2024	208	151	0	359
5.	MA Human Rights	Not offered due to inadequate response	NA							

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

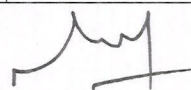
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Part – II: Requirements as per Centre for Internal Quality Assurance (CIQA) Functioning

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 is committed to maintaining the quality of learner services through well-structured academic planning, regular monitoring, and comprehensive assessment practices. - Learners are provided with timely and clear information regarding academic and administrative processes, important schedules, and applicable deadlines. This enables them to organise their studies effectively and complete the required activities within the stipulated timelines. - All major academic activities, including the preparation of	Academic Calendar https://www.jamiahamdard.ac.in/upload/s/files/Academic_Calendar_2025-26.pdf https://www.jamiahamdard.ac.in/upload/s/files/Jamia_Hamdard_Monthly_Report - Apr 26.pdf

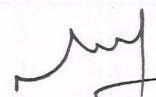


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		Programme Project Reports (PPRs), development of Self-Learning Materials (SLMs), and organisation of Personal Contact Programmes (PCPs), are undertaken through a systematic and well-coordinated process. The Centre for Internal Quality Assurance (CIQA) functions as the nodal agency for monitoring these activities, ensuring adherence to prescribed standards, effective coordination, regulatory compliance, and continuous quality enhancement. These mechanisms collectively contribute to maintaining consistent academic standards and providing effective support to learners.	
2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	• Learner progress is regularly monitored through assignments and attendance in online classes. • Continuous interaction is maintained between students, Academic Coordinators, and Counsellors.	Student Progress Record LMS : https://digiv.app/jamiasp



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		- Students are encouraged to form online communities like whatsapp , Telegram etc .., for collaborative learning and knowledge sharing. - Learners are encouraged to form online knowledge-sharing groups and subscribe to relevant websites to stay updated and engaged.	
3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	- Academic Excellence: The Centre is committed to maintaining high standards of teaching and learning. All academic sessions are systematically recorded and uploaded to the LMS, allowing learners to access the content conveniently for learning and revision. - Faculty Development: Faculty members are encouraged to participate regularly in Faculty Development Programmes (FDPs), workshops, seminars, and other professional development activities to	<u>whatsapp chat Students.pdf</u> (jamiahamdard.ac.in) & https://www.jamiahamdardonline.in/ LMS LMS counseling Video Link: https://digiv.app/jamiasp

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		enhance their teaching competencies and subject expertise. • Student Support Services: Jamia Hamdard provides comprehensive academic, personal, and career-oriented support to learners to facilitate their overall development and ensure a positive learning experience. • Infrastructure and Learning Resources: Learners are provided access to modern academic facilities, library resources, laboratories, and IT infrastructure to support effective teaching, learning, and academic engagement. • Assessment and Evaluation: Structured and transparent assessment and evaluation mechanisms are implemented to measure learning outcomes, monitor programme effectiveness, and assess overall academic performance.	
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		• Research and Innovation: The Centre promotes a culture of research, innovation, and knowledge creation among faculty members and students by encouraging research activities, scholarly contributions, and dissemination of knowledge. • Continuous Improvement: A dedicated feedback mechanism is integrated into the LMS to regularly collect learners' feedback on academic and support services. The feedback is reviewed to identify areas for improvement and to enhance the overall quality of the learner experience.	
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)	The eligibility criteria and syllabus for the approved programs are identical to those of the regular programs.	Common question paper adaptation. https://www.jamiahamdard.ac.in/CD/OE/pdf/adopted%20of%20common%20question%20paper.pdf PPR https://www.jamiahamdard.ac.in/CD/OE/Syllabus-SLM.htm

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			MA Islamic Studies Syllabus https://www.jamiahamdard.ac.in/CD/OE/pdf/MA%20Islamic%20Syllabus.pdf
5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.	Learner feedback and evaluations are collected through various mechanisms, including personal interviews, module-level surveys, online feedback forms, and evaluation studies. Learners can also communicate their concerns and seek assistance through designated email addresses and telephone helplines. Regular feedback is further gathered through email-based surveys and direct verbal interactions during academic interface sessions. These mechanisms help the Centre identify learner needs, address concerns, and continuously improve the quality of academic and support services.	Feedback form https://www.jamiahamdard.ac.in/CD/OE/pdf/Feedback%20Form%20for%20the%20OL%20Learners.pdf Student Grievance https://www.jamiahamdard.ac.in/CD/OE/GRIEVANCE.htm



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6.	Measures suggested to the authorities of Higher Educational Institution for qualitative improvement	1. Stakeholder Feedback: Feedback is systematically obtained from key stakeholders, including learners, parents, academicians, subject experts, and administrators. Their suggestions and observations are analysed and considered for improving academic and administrative processes. 2. Performance-Based Planning: Comprehensive databases are maintained to document and analyse students' academic performance. The insights derived from this data are used to identify trends, evaluate outcomes, and formulate appropriate strategies for future academic planning and improvement.	Feedback report from Students https://www.jamiahamdard.ac.in/uploads/files/Jamia_Hamdard_Monthly_Report_-_Apr_26.pdf Student activity graph https://www.jamiahamdard.ac.in/uploads/files/Jamia_Hamdard_Monthly_Report_-_Apr_26.pdf
7.	Implementation of its recommendations through periodic reviews	Implementation of Recommendations through Periodic Reviews CIQA Oversight: A CIQA Committee has been established to monitor and strengthen quality assurance across academic and administrative areas. Periodic Review: The Committee conducts regular meetings to review institutional processes and quality-related practices. Recommendations: Key observations are discussed and	CIQA report https://www.jamiahamdard.ac.in/CDOE/CIQA.htm

		appropriate recommendations are formulated for improvement. Implementation: Recommendations are communicated to the concerned departments for timely action. Follow-up: Periodic follow-up reviews are undertaken to assess the implementation and effectiveness of the recommendations. Continuous Improvement: The review mechanism supports continuous quality enhancement in accordance with applicable regulatory standards.	
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.	Two outreach programmes were organized where regular visits are paid by CDOE and Jamia Hamdard Faculty Members to various Religious Institutions/Madarsa for enrolment of students of CDOE programmes. Regular interaction is made by the Director with the stakeholders for popularising the ODL programmes and because of which one new programme BA (English) has been added from the AY 2026-27.	https://www.facebook.com/share/1DTVG8kmxo/

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	Technology-Enabled Learner Support Services: The Centre provides technology-enabled support to learners throughout their academic journey, covering key services such as online admission, fee payment, issuance of hall tickets, access to examination schedules, model question papers, Self-Learning Materials (SLMs), and other essential academic resources.	https://digiv.app/jamiasp https://www.jamiahamdardonline.in/
10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	Technology-Enabled Learner Support Services: The Centre provides technology-enabled support to learners throughout their academic journey, covering key services such as online admission, fee payment, issuance of hall tickets, access to examination schedules, model question papers, Self-Learning Materials (SLMs), and other essential academic resources.	https://www.jamiahamdard.ac.in/CDOE/pdf/SLM%20approved%20by%20BoS_compressed.pdf Progress Report https://www.jamiahamdard.ac.in/uploads/files/Jamia_Hamdard_Monthly_Report_-_Apr_26.pdf CIQA Meeting minutes :- https://www.jamiahamdard.ac.in/uploads/files/Minutes_of_CIQA_Committee_28_8_2025.pdf
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 Review: The Programme Project Reports (PPRs) prepared by the Centre for Distance and Online Education (CDOE) for newly introduced programmes are systematically reviewed by the Board of Studies (BoS) and the Centre for Internal Quality Assurance (CIQA). CIQA ensures that all proposed initiatives and programme provisions are aligned with the	AICTE approval https://www.jamiahamdard.ac.in/CDOE/pdf/AICTE%20Approval%20for%20BBA%20BCA.pdf CIQA Minutes https://www.jamiahamdard.ac.in/uploads/files/Minutes_of_CIQA_Committee_28_8_2025.pdf

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		applicable UGC-DEB guidelines and regulatory requirements. Following the prescribed review and quality assurance processes, the programmes are placed before the competent statutory bodies for consideration and approval by the Academic Council.	
12.	Mechanism to ensure the proper implementation of Programme Project Reports	All Programme Project Reports (PPRs) are prepared systematically under the supervision of the respective Programme Coordinators and reviewed by subject experts to ensure academic quality, relevance, and alignment with programme requirements. The PPRs are first reviewed by BOS of CDOE, Standing Committee of Academic Council and Academic Council rigorously.	PPR link https://www.jamiahamdard.ac.in/CDOE/Syllabus-SLM.htm Minutes of Programme coordinator meeting https://www.jamiahamdard.ac.in/CDOE/pdf/Document%2023%20(1).pdf
13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	The annual Report is submitted every year in IQAC cell of jamia Hamdard. A copy of the CIQA Annual Report for 2024-25 is linked.	https://www.jamiahamdard.ac.in/uploads/files/Annual_Report_CIOA_ODL_Programmes_(2).pdf
14.	Inputs provided to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.	1. Job-Oriented Curriculum: The CDOE regularly updates curricula with industry-relevant content, internships, project-based learning, and skill-based certifications to	PPR https://www.jamiahamdard.ac.in/CDOE/Syllabus-SLM.htm

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		enhance employability.	
		2. Periodic Review Mechanism: Academic programmes are periodically reviewed through the Boards of Studies and CIQA to ensure alignment with industry trends and employment requirements.	CIQA Minutes https://www.jamiahamdard.ac.in/uploads/files/Minutes_of_Board_of_Studies_CDOE_meeting_held_on_15_05_2025.pdf
15.	Facilitated system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.	Learner Support Services: Students have access to dedicated WhatsApp support services on a round-the-clock basis to obtain timely assistance and detailed information regarding academic and administrative matters. Project and Assignment Management: A Major Project System (MPS) has been implemented for the BBA and BCA programmes to facilitate the online submission, management, and evaluation of projects and assignments. This digital mechanism supports an organised, transparent, and efficient process for academic assessment.	https://www.jamiahamdardonline.in/ Counselor of BBA https://www.jamiahamdard.ac.in/CDOE/pdf/List%20of%20Counsellors%20of%20BBA.%20MBA.pdf List of BCA counselor https://www.jamiahamdard.ac.in/CDOE/pdf/List%20of%20Counsellors%20of%20BCA.%20MCA.pdf Whatsapp group https://www.jamiahamdard.ac.in/CDOE/pdf/BCA%20Project%20WhatsApp%20Group.pdf Session Schedule :- https://www.jamiahamdard.ac.in/uploads/files/ODL_Classes_Schedule_(BCA_Sem-II)_July-25_Batch.pdf Feedback form https://www.jamiahamdard.ac.in/uploads/files/Jamia_Hamdard_Monthly_Report_-_Apr_26.pdf

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16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	The CDOE actively functioned as the nodal coordinating unit for the institution's NAAC accreditation process. One faculty member of CDOE has been included in the school level IQAC Quality Circle. Link is provided.	https://www.jamiahamdard.ac.in/uploads/files/Teacher_Representative.pdf
17.	Measures adopted to ensure internalisation and institutionalisation of quality enhancement practices through periodic accreditation and audit	• AQAR is being dealt with at university level through IQAC Coordinator. Information about the students and quality parameters are being provided by CDOE from time to time. • Upcoming AQAR Submission: The preparation of the forthcoming AQAR is in progress to ensure timely compliance and continuous quality enhancement. • CDOE is already having an MOU with TCIL on behalf of ICCR and MEA for offering three Online Mode UG programmes for the students from Africa.	
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	The CDOE, JH duly complies with all guidelines, regulations, and quality-related directives issued by the University Grants Commission (UGC). Appropriate measures are undertaken in a timely manner to ensure	https://www.jamiahamdard.ac.in/uploads/files/CIQA_Committee_Notification_20251.pdf

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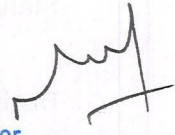
		effective implementation and adherence to the prescribed standards and quality initiatives. Quality related initiatives are being monitored through CIQA Committee headed by the Vice Chancellor.	
19.	Information obtained from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.	The system of mentors and mentees has been implemented. Every coordinator recognises learners and periodically provides them with mentorship.	Best practice https://www.jamiahamdard.ac.in/CDOE/pdf/best%20Practices%20%20by%20CDOE.pdf https://www.jamiahamdard.ac.in/CDOE/pdf/best%20Practices%20%20by%20CDOE.pdf Coordinator list https://www.jamiahamdard.ac.in/CDOE/pdf/ProgrammeCoordinators.pdf
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	Recorded lectures are accessible to students on our LMS.	LMS Demo Credentials: https://lms.jamiahamdardonline.in Username- babita.singh Password- babita@2022
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.	CIQA submit its Annual Report at the end of each Academic year to IQAC of Jamia Hamdard.	CIQA OL Report 2024-25 link: https://www.jamiahamdard.ac.in/uploads/files/Annual_Report_CIQA_OL_Final_2025.pdf

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	(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	Linked above.
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	Yes, all the CIQA reports/ resolutions are approved by the Academic Council and Executive Council etc. as and when they are convened.	Minutes of CIQA https://www.jamiahamdard.ac.in/uploads/files/Minutes_of_CIQ_A_Committee_28_8_2025.pdf
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	All academic programmes offered under the Open and Distance Learning (ODL) and Online modes have been designed in accordance with the instructional design principles and pedagogical requirements prescribed by the statutory bodies of the Higher Educational Institution. The programme structure, content delivery, learner support, and assessment methods reflect the philosophy of flexibility, accessibility, and self-paced learning central to Online Learners	https://www.jamiahamdard.ac.in/CDOE/StatutoryApprovals.htm https://www.jamiahamdard.ac.in/CDOE/Syllabus-SLM.htm


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24.	Promoted automation of learner support services of the Higher Educational Institution	Yes. ICT-based student services are offered by the university. Learner are provided online recorded lecture Online fee payment	LMS Demo Credentials: https://lms.jamiahamdardonline.in Username- babita.singh Password- babita@2022
25.	Coordinated with external subject experts or agencies or organisations, the activities pertaining to validation and annual review of its in-house processes	External members have been included in the BOS, CIQA committees as well as Editorial Board for the preparation of SLM for ODL and OLE programmes.	BOS constitution notification https://www.jamiahamdard.ac.in/uploads/files/BOS_of_Studies_of_CDOE_2025.pdf CIQA Committee Notification https://www.jamiahamdard.ac.in/uploads/files/CIQA_Committee_Notification_20251.pdf
26.	Coordinated with third party auditing bodies for quality audit of programme(s)	Academic audit of newly launched CDOE Examination Management System (CEMS) on 24.07.2026.	Not applicable (Internal process)
27.	Overseen the preparation of Self-Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution	YES	Course Writer approval :- https://www.jamiahamdard.ac.in/CDOE/pdf/Office%20Order%20reg.%20Faculty%20for%20SLM.pdf http://www.jamiahamdard.ac.in/PDF/ODLPDF/annexure%20of%20ciqa%20report%202020-2021/IQAC%20Core%20Committee%20of%20faculty%20members.pdf
28.	Promoted collaboration and association for quality enhancement of Online mode of education and research therein	CDOE Team visited JH Off Campus at Kannur (Kerala) from 19-22 nd August 2026 for outreach programme with Institutions located in Kannur, Mallapuram and	Included in the Minutes of the Meeting of the CIQA Committee held on 27.08.2026.

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		Calicut (Kozhikode). Two Institutions namely Jamia Markazu, Calicut and Bukhari Da'wah College, Kondutty, Mallapuram have agreed to enter MOU for enrollment of their scholars/students for UG and PG programmes offered by CDOE	
29.	Facilitated industry-institution linkage for providing exposure to the learners and enhancing their employability.	The university has Strong industry-academia links and networks enable to give students effective exposure and employability in a variety of fields, such as project work, entrepreneurship skill development, curriculum design, research facilities, etc.	PPR links https://www.jamiahamdard.ac.in/CDOE/Syllabus-SLM.htm

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

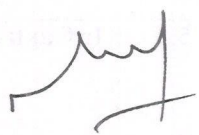
Sr.No.	Provisions in Regulations	Action taken in respect of online programmes	Upload relevant document
1.	Governance, Leadership and Management: a. Organisation Structure and Governance b. Management c. Strategic Planning d. Operational Plan, Goals and Policies	The required policies were framed by the HEI related to matters regarding planning, human resources, recruitment, performance appraisal, training and financial management etc. with a focus on the following key aspects: a) Organisation Structure and GovernanceThe required positions in the HEI is filled in as prescribed by the commission. b) Management- The role of the leadership and	Constitution of Academic Council in terms of UGC Institutions Deemed to be Universities: https://www.jamiahamdard.ac.in/uploads/files/Updated list of Members on the Academic Council of Jamia Hamdard.pdf CIQA Constitution https://www.jamiahamdard.ac.in/uploads/files/CIQA Committee Notification

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		management of the HEI is to assess and review the organization culture. c) Strategic Planning- The HEI shall undertake strategic planning of its activities and implement the same. d) Operational Plan, Goals and Policies- The HEI has well defined realistic and measurable goals, policies and plans that are well implemented and well communicated to its stakeholders.	n_20251.pdf Minutes of CIQA https://www.jamiahamdard.ac.in/uploads/files/Minutes_of_CIQA_Committee_28_8_2025.pdf
2.	Articulation of Higher Educational Institution Objectives	1. Clearly Defined Vision and Mission: The HEI has established a clear vision and mission in accordance with the principles of Open and Distance Learning (ODL) and Online Education. 2. Access and Inclusivity: The institutional objectives focus on expanding access to quality education for learners from diverse and remote backgrounds. 3. Learner-Centric Approach: The HEI promotes flexible, self-paced learning along with academic support based on the needs of distance learners. 4. Integration of Technology: Technology is effectively utilized for content delivery, learner engagement, and provision of academic support services.	Vision & Mission: https://www.jamiahamdard.ac.in/uploads/files/Vision_and_Mission_of_CDOE_2026.pdf Minority Status: https://www.jamiahamdard.ac.in/CDOE/pdf/Certify%20about%20Minority%20Status%20of%20Jamia%20Hamdard.pdf


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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 following mechanisms were adopted by the HEI towards program development and approval processes. a) Curriculum Planning, Design and Development- Proper processes, systems and structures are laid in place by the HEI to carry out these responsibilities. b) Curriculum Implementation- The HEI has implemented specific plans to identify the time to be spent on specific components towards the effectiveness of the programme(s) and their usefulness as a whole. c. Academic Flexibility- The HEI has adopted proper strategies for imparting academic flexibility to its learners. d. Learning Resource- The HEI ensures the quality of the learning resources in the form of e-learning material is as defined in the regulations. e.) Feedback System- A proper feedback mechanism is in place by the HEI to take feedback from all stakeholders.	Student Feedback Report for OL and ODL latest is linked below: - https://www.jamiahamdard.ac.in/uploads/files/Jamia_Hamdard_Monthly_Report_-_Apr_26.pdf
4.	Programme Monitoring and Review	The CDOE regularly monitors and reviews academic programmes through the concerned Course Coordinators, Boards of Studies, and IQAC to ensure quality, effective implementation, and continuous improvement.	Recent CIQA Meeting held on 27th Aug 2026: https://drive.google.com/file/d/1VoVR_98SHtPwRbHvjOOU0vSewnsaQsxm/view?ts=6a917da5
5.	Infrastructure Resources	The center has adequate infrastural to run all the programmes for ex director office, general office, lecture theater committee room, lecture recording studio etc	https://www.jamiahamdard.ac.in/CDOE/pdf/CDOE%20Built%20up%20Area%20Detailes.pdf

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6.	Learning Environment and Learner Support	The HEI provides learner support services including academic counselling etc. for its online learners. Additionally, HEI has established Information and Communication Technology facilities as component of the learning environment which is focused on the pedagogical use of modern educational practices to support blended learning. The learner support services are provided through the e-learning platform	LMS Demo Credentials: https://lms.jamiahamdardonline.in Username- babita.singh Password- babita@2022
7.	Assessment and Evaluation	The CDOE evaluates learners through diverse assessment methods, including Multiple-Choice Questions (MCQs), project reports, case studies, presentations, and term-end examinations. A systematic mechanism is in place to assess these evaluations and measure the achievement of prescribed learning outcomes.	https://www.jamiahamdard.ac.in/CDOE/Result.htm (publication of Results of learners ODL and Online is made available through portal)
8.	Teaching Quality and Staff Development	The CDOE has established a structured mechanism to promote quality counselling, capacity-building workshops, interactive teaching-learning practices, and staff development programmes. These initiatives support academic staff in continuously enhancing the quality of teaching and learning.	LMS Demo Credentials: https://lms.jamiahamdardonline.in Username- babita.singh Password- babita@2022 Faculty List with qualification and experience https://www.jamiahamdard.ac.in/uploads/files/complete_list_of_Faculty_Members_CDOE_as_on_1_6_2026.pdf



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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
1.	Academic Planning	The HEI has appropriate academic calendar to ensure that the programs are offered according to the calendar. The HEI has adequate and appropriate teaching and other support staff along with infrastructure and technology support to ensure that the curriculum remains up to date and the institutional goals are achieved	https://www.jamiahamdard.ac.in/uploads/files/Academic_Calendar_2025-26.pdf
2.	Validation	The university's Academic Council validated the quality of the academic planner.	https://www.jamiahamdard.ac.in/uploads/files/CIQA_Committee_Notification_20251.pdf
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	YES The HEI makes ensuring that the learners' monitoring, assessment, and enhancement programs are in place.	Recent CIQA Meeting held on 27 th Aug 2026: https://drive.google.com/file/d/1VoVR_98SHtPwRbHvjOOU0vSewnsaQsxm/view?ts=6a917da5 https://www.jamiahamdard.ac.in/CDOE/Examination.htm Minutes of the meeting of Academic counselor https://www.jamiahamdard.ac.in/CDOE/CIQA.htm

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e. Periodic Review		
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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

Name :- Prof . M. A. Sikandar

Designation: - Professor

Salary:- Level-14 UGC Pay scales and allowances

Qualification :- LLB, MBA, Ph.D. (Com. & Business Studies)

Office order

https://www.jamiahamdard.ac.in/uploads/files/Appoint_Joining_of_Director_CDOE.pdf**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

Name :- Prof. Mumtaz Alam

Designation: - Professor

Salary:- Level-14 UGC Pay scales and allowances

Qualification :- M pharma, Ph.D.

Office order

[http://www.jamiahamdard.ac.in/PDF/ODLPDF/annexure%20of%20ciqa%20report%202020-](http://www.jamiahamdard.ac.in/PDF/ODLPDF/annexure%20of%20ciqa%20report%202020-2021/Joining%20Letter%20of%20Directot.pdf)[2021/Joining%20Letter%20of%20Directot.pdf](http://www.jamiahamdard.ac.in/PDF/ODLPDF/annexure%20of%20ciqa%20report%202020-2021/Joining%20Letter%20of%20Directot.pdf)**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

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

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Name of HEI: Jamia Hamdard

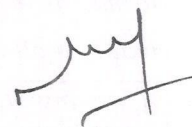
Type of HEI: Dual Mode

Name :- Dr. Babita Singh

Designation: - Assistant Professor

Salary:- Level-10 UGC Pay scales and allowances

Qualification :- Ph.D.



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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:

Teaching Staff:

https://www.jamiahamdard.ac.in/uploads/files/complete_list_of_Faculty_Members_CDOE_as_on_1_6_2026.pdf

Non Teaching staff:

[https://www.jamiahamdard.ac.in/uploads/files/UGC_DEB_Inspection_2026-27_Non_Teaching_staff_list_pagenumber_\(1\).pdf](https://www.jamiahamdard.ac.in/uploads/files/UGC_DEB_Inspection_2026-27_Non_Teaching_staff_list_pagenumber_(1).pdf)

Technical Team: https://www.jamiahamdard.ac.in/uploads/files/Technical_Staff.pdf

i. Programme name: Bachelour of Computer Applications

a. Programme Coordinator: Dr. Abdul Majid Farooqi

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1.	Dr. Abdul Majid Farooqi	Ph.D. (Computer Science & Engineering)	2 Years	Regular Salary Scale-Level-10 UGC Pay scales and allowances	14-11-2023

b. Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1.	Introduction To C Programming	Ms. Juveria Assistant Professor	M.Sc (CS)	2 years	Contractual Assistant Professor Scale	2024

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2.	Computer System Architecture	Dr Naseem Rao Assistant Professor	Ph.D	13 years	Contractual Assistant Professor Scale	2010
3.	Mathematical Foundation of Computer Science	Dr Ayesha Kamal Assistant Professor	Ph.D	7 years	Contractual Assistant Professor Scale	2010
4.	Communication Skills	Ms Asifa Aziz Assistant Professor	M. Tech Pursing Ph.D	3 years	Contractual Assistant Professor Scale	2019
5.	Media And Information Literacy Communication	Mr. Tabrej Ahmad Khan Assistant Professor	Ph.D	6 years	Regular Salary :- As per Assistant Professor Scale	2016
6.	Intro. To Data Structure	Mr. Javed Azmi Assistant Professor	M. Tech (CSE) Pursing P.H.D	5 years	Regular	2016
7.	Data Comm. & Computer Network Basics	Mr. Md. Onais Ahmad Assistant Professor	M. Tech (CSE) Pursing P.H.D	5 years	Regular Salary Scale- As per Assistant Professor	2016
8.	Fundamental Concept of OS	Mr. M. Mohd Rahbre Islam Assistant Professor	M Tech (CSE)	5 years	Regular Salary Scale- As per Assistant Professor	2016
9.	Elementary Physics	Mr. Anil Kumar Mahto Assistant Professor	Ph.D	10 years	Contractual Salary :- As per Assistant Professor Scale	2010
10.	Environmental Science	Mr. Tabrej Ahmad Khan Assistant Professor	Ph.D	8 years	Regular Salary Scale- As per Assistant Professor	2010
11.	Introduction to Object Oriented Programmin	Mr. Samar Wazir Assistant Professor	Ph.D	12 years	Regular Salary Scale- As per Assistant	2010

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	g				Professor	
12.	Introduction to Database Management System	Mr. Syed Sibtain Khalid Assistant Professor	Ph.D	7 years	Contractual Salary :- As per Assistant Professor Scale	2010
13.	Elementary Physics	Mr. Anil Kumar Mahto Assistant Professor	Ph.D	5 years	Contractual Salary :- As per Assistant Professor Scale	2015

c. Course mentors

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1.	Dr Shakeel Ahmed Siddiqui Assistant Professor	Ph.D	11 years	Contractual Assistant Professor Scale	2016
2.	Dr Abdul Majid Farooqi Assistant Professor	Ph.D	2 years	Regular Assistant Professor Scale	2023
3.	Ms. Juveria	M.Sc (CS)	2 years	Contractual Assistant Professor Scale	2024

Link:- <https://www.jamiahamdard.ac.in/CDOE/pdf/List%20of%20Counsellors%20of%20BCA.%20MCA.pdf>

i. Programme name: Bachelor of Business Administration (BBA)

a. Programme Coordinator:- Dr Mohammed Jamshehedas

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr Mohammed	Ph.D	8 years	Regular	2004

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Type of HEI: Dual Mode

Jamshehed as Programme Coordinator	MBA	Salary Scale: Level-10 UGC Pay scales and allowances
Assistant Professor		

a. Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1.	Principal Of Management	Dr Javid Majeed Pandith Assistant Professor	Ph.D	1 years	Contractual Assistant Professor Scale	2025
	Environmental Management	Dr Fakhra Naseem, Assistant Professor	Ph.D	8 years	Contractual Assistant Professor Scale	
2.	Marketing Management	Dr Azza Ayyub Siddiqui Assistant Professor	Ph.D	2 years	Contractual Assistant Professor Scale	2024
3.	Business Economics.	Dr Matloobullah Khan Assistant Professor	Ph.D	10 years	Regular Assistant Professor Scale	
4.	Business Communication	Dr Sadaf Siraj Assistant Professor	Ph.D	15 years	Regular Assistant Professor Scale	
5.	Business Mathematics	Dr . Faizan Khan Sherwani Assistant Professor	Ph.D. in Finance and Economics	8 years	Contractual Salary :- As per Assistant Professor Scale	

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6.	Business Statics	Dr Arif Anwar Assistant Professor	Ph .D (Business Administration)	5 years	Contractual Salary :- As per Assistant Professor Scale	
7.	Business Law	Prof. M.A. Sikandar Professor	Ph.D(Managem ent)	4 years	Salary :- Level-14 UGC Pay scales and allowances	
8.	Organizational Behaviour	Syed Zakir Hussain Assistant Professor	Pursing Ph.D	5 years	Contractual Contractual Salary :- As per Assistant Professor Scale	
9.	Cost Accounting	Dr Mohamad Awais Assistant Professor	Post Doctorates	5 years	Contractual Salary :- As per Assistant Professor Scale	
10.	Consumer Behaviour	Dr. Azza Ayyub Siddiqui Assistant Professor	Ph.D	2 years	Contractual Salary :- As per Assistant Professor Scale	2024
11.	Social Media Ethics	Mr Mohd. Arshad Khan Assistant Professor	Ph.D	3 years	Contractual Salary :- As per Assistant Professor Scale	
12.	Principal Of Management	Dr Alka Assistant Professor	Ph.D	3 years	Contractual Salary :- As per Assistant Professor Scale	
13.	Human Resource Management	Dr. Javid Majeed Pandith Assistant Professor	Ph.D	1 years	Contractual Salary :- As per Assistant Professor Scale	2025

b. Course mentor

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S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1.	Dr Alka	Assistant Professor	Ph.D	10 years	Contractual Assistant Professor Scale
2.	Dr Fakhra Naseem,	Assistant Professor	Ph.D	8 years	Contractual Assistant Professor Scale
3.	Dr Sna Farooqu	Assistant Professor	Ph.D	15 years	Contractual Assistant Professor Scale

Link:-

<https://www.jamiahamdard.ac.in/CDOE/pdf/List%20of%20Counsellors%20of%20BBA,%20MBA.pdf>

iii. Programme name: Bachelor of Commerce (B. com (Hons))

a) Programme Coordinator :- Dr. Matloobullah Khan

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr Matloobullah Khan Assistant Professor	Ph.D	10 years	Regular Assistant Professor Scale	2/10/2010

c. Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme

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Type of HEI: Dual Mode

1.	Essentials of Book Keeping & Accounting	Dr Alka Assistant Professor	Ph.D (HR)	10 years	Contractual Assistant Professor Scale	
2.	Entrepreneurship	Dr Fakhra Naseem, Assistant Professor	Ph.D (Marketing)	8 years	Contractual Assistant Professor Scale	
3.	Research Methodology	Dr Sna Farooqui Assistant Professor	Ph.D (HR)	15 years	Contractual Assistant Professor Scale	
4.	Organization	Dr Matloobullah Khan Assistant Professor	Ph.D (Finance)	10 years	Regular Assistant Professor Scale	2/10/2010
5.	Principles of Management	Dr Sadaf Siraj Assistant Professor	Ph.D (HR)	15 years	Regular Assistant Professor Scale	2/10/2010
6.	Business Communication	Dr . Faizan Khan Sherwani Assistant Professor	Ph.D. in Finance and Economics	8 years	Contractual Salary :- As per Assistant Professor Scale	2/10/2010
7.	Corporate Accounting I	Dr Arif Anwar Assistant Professor	Ph .D (Business Administration)	5 years	Contractual Salary :- As per Assistant Professor Scale	2/10/2010
8.	Corporate Entrepreneurship	Dr. Abdul Wahid Farooqi Assistant Professor	Ph.D(Management)	4 years	Salary :- As per Assistant Professor Scale	2/10/2010
9.	Basics of Statistics	Syed Zakir Hussain Assistant Professor	Pursing Ph.D	5 years	Contractual Contractual Salary :- As per Assistant Professor Scale	2/10/2010
10.	Essentials of	Dr Mohamad Awais	Post Doctorates	5 years	Contractual Salary :- As	2/10/2010

HEI ID: HEI-U-0107

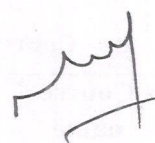
Name of HEI: Jamia Hamdard

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	Human Resource Management	Assistant Professor			per Assistant Professor Scale	
11.	Essentials of Marketing Management	Dr. Afaq Husain Assistant Professor	Ph.D (Management)	2 years	Contractual Salary :- As per Assistant Professor Scale	2/10/2021
12.	Micro Economics (SWAYAM MOOC)	Mr Mohd. Arshad Khan Assistant Professor	Ph.D (Management)	3 years	Contractual Salary :- As per Assistant Professor Scale	2/10/220
13.	Essentials of Marketing Management	Mohd . Sarim Assistant Professor	Ph.D (Marketing)	3 years	Contractual Salary :- As per Assistant Professor Scale	2020

d. Course mentor

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining program me
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1.	Dr Matloobullah Khan	Assistant Professor	Ph.D	10 years	Contractual Assistant Professor Scale
2.	Dr . Faizan Khan Sherwani	Assistant Professor	Ph.D	7 years	Contractual Assistant Professor Scale
3.	Dr Sna Farooqui	Assistant Professor	Ph.D	13 years	Contractual Assistant Professor Scale

<https://www.jamiahamdard.ac.in/CDOE/pdf/List%20of%20Counsellors%20of%20BBA,%20MBA.pdf>

e. Programme name: M.A (Islamic Studies)

f. Programme Coordinator:- Dr Arshad Hussain

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr Arshad Hussain	PH.D		Regular Associate Professor Scale	2/10/2010

g. Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1.	Tafsir and Hadith	Fazalur Rehman	Ph.D (Islamic Studies)	10 year	Contractual Assistant Professor Scale	2010
2.	Islam in India	Dr Najmus Sahar	Ph.D (Islamic Studies)	8 year	Contractual Assistant Professor	2010

HEI ID: HEI-U-0107

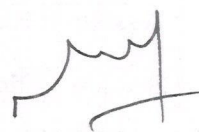
Name of HEI: Jamia Hamdard

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					Scale	
3.	Medieval Muslim Contribution to Knowledge	Dr Darakhshan Ishrat	Ph.D (Islamic Studies)	1 year	Contractual Assistant Professor Scale	2025
4.	Pre Islamic to Umayyad Period	Dr Ashad Hussain	Ph.D (Islamic Studies)	15 year	Regular Assistant Professor Scale	2013
5.	Islam in Southeast Asia	Dr. Waris Mateen Mazhari	Ph.D (Islamic Studies)	10year	Regular Assistant Professor Scale	2015
6.	Islam and Pluralism	Dr. Abroo Aman Andrabu	Ph.D (Islamic Studies)	9 year	Regular Assistant Professor Scale	2020

h. Course mentor

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme



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1.	Dr. Waris Mateen Mazhari	Assistant Professor	Ph.D (Islamic Studies)	10 year	Regular Assistant Professor Scale
2.	Dr. Abroo Aman Andrabu	Assistant Professor	Ph.D (Islamic Studies)	9year	Regular Assistant Professor Scale
3.	Dr Darakhshan Ishrat	Assistant Professor	Ph.D (Islamic Studies)	1 year	Contractual Assistant Professor Scale

<https://www.jamiahamdard.ac.in/CDOE/pdf/appointment%20of%20Programme%20Coordinator%20Head.pdf>

Any other details

Online Teaching and Counselling for Online Learners are made through experienced faculty members of Jamia Hamdard department concerned along with CDOE faculty members. This brings rigorous to the Programme offered by CDOE through online Mode.

3.5 Details of Administrative staff

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

[https://www.jamiahamdard.ac.in/uploads/files/UGC_DEB_Inspection_2026-27_Non_Teaching_staff_list_pagelnumber_\(1\).pdf](https://www.jamiahamdard.ac.in/uploads/files/UGC_DEB_Inspection_2026-27_Non_Teaching_staff_list_pagelnumber_(1).pdf)

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

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

b. Number and details of Technical Support for Online Programmes as per Annexure -IV:

Technical Team for Development of e-Content as Self-Learning e- Modules:

https://www.jamiahamdard.ac.in/uploads/files/Technical_Staff.pdf

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 Video editing)-	1	1

i. 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

ii. 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

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



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Part – IV: Examinations**4.1 Information of formative and summative assessments/examinations conducted with the actions taken to ensure sanctity of examinations:**

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

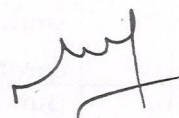
S.No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
	State must be proportionate to the student enrolment from the region		
6.	Building and grounds of the examination centre must be clean and in good condition.	NA	Online Proctoring System used https://www.jamiahamdard.ac.in/CDOE/pdf/Qurio%20Exam.pdf
7.	The examination centre must have an examination hall with adequate seating capacity and basic amenities	NA	Online Proctoring System used
8.	Fire extinguishers must be in working order, locations well marked and easily accessible. Emergency exits must be clearly identified and clear of obstructions	NA	Online Proctoring System used
9.	The Examination Centre shall have adequate and comfortable seating capacity and amenities including adequate lighting, ventilation and clean drinking water facilities	NA	Online Proctoring System used
10.	Safety and security of the examination centre must be ensured	NA	Online Proctoring System used
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	NA	Online Proctoring System used
12.	Provision of drinking water must be made for learners	NA	Online Proctoring System used
13.	Adequate parking must be available near the examination centre	NA	Online Proctoring System used

HEI ID: HEI-U-0107

Name of HEI: Jamia Hamdard

Type of HEI: Dual Mode

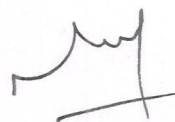
14.	Facilities for Persons with Disabilities should be available	NA	Online Proctoring System used
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4.2 Compliance of facilities required for the conduct of Online examination for online programmes

S. No.	Provisions in Regulations	Whether being complied Yes/No If yes, please provide details and upload relevant documents	If No, Reason thereof
1.	Requirements at Test Centres (as mentioned in provision II (B)(13)(i) of Annexure II)	NA Remote proctoring exam is used	
2.	Requirement of proctors (as mentioned in provision II (B)(13)(ii) of Annexure II)	NA Remote proctoring exam is used	
3.	Security arrangements in the testing centre (as mentioned in provision II (B)(13)(iii) of Annexure II)	NA Remote proctoring exam is used	
4.	Remote Proctoring (as mentioned in provision II (B)(13)(iii) of Annexure II)	YES https://www.jamiahamdard.ac.in/CDOE/pdf/Ourio%20Exam.pdf	Qurio 3.0 fully automated AI remote proctored platform – Qurio built to offer transparency and ease of performing cheat-free online exams & assessments



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4.3 Compliance status of 'Evaluation' and 'Certification' – As per Regulations 15 and 16 of UGC (ODL Programmes and Online Programmes) Regulations, 2020

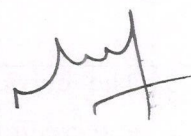
S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
1.	The Higher Educational Institution shall adopt the guidelines issued by the Commission for the conduct of proctored examinations.	Yes, (The HEI administers proctored exams in compliance with the commission-established standards for online exams and with all security measures guaranteeing transparency and legitimacy of the exams.)	
2.	A Higher Educational Institution offering Online programmes shall have a mechanism well in place for evaluation of learners enrolled through Online mode and their certification.	Yes, HEI offering online programme shall have a mechanism well in place of learners enrolled through Online mode and their certification evaluation The evaluation are conducted by two parts 1. Continuous Assessments 2. Semester end	

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		examination. The learner have to submitted their assessments on LMS and examination are also conducted Online mode (Remote proctoring examination) Certification- Each award of Degree at the UG and PG Level and Advance Diploma is assigned a Unique Identification Number and has the photograph along with the other relevant details of the learner including the program name.	
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S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
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, The evaluation includes two types of assessments- Continuous and Summative. No term end examination is held in a subject unless: I) The HEI is satisfied that at least 70% of the programme of study stipulated for the semester or year has been actually conducted. II) The learner has minimum participation of 75% in all the activities of the online program prior to the term end examination. Marksheet https://drive.google.com/file/d/1AFrNozbC26ok1ng-FbS4BP4k8787KuG/view?ts=6a91880d	
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 mode/ODL mode by the dual mode Higher	Yes, HEI share the same curriculum of convention mode with online and odl programme . The curricular aspects, assessment criteria and credit framework for the award of degree programs at UG and PG level/	

	Educational Institutions and in Open Distance Learning mode by the Open Universities	Diploma through online mode is evolved by adopting the same standards as being followed in conventional mode by the Dual mode HEI. https://www.jamiahamdard.ac.in/CDOE/Syllabus-SLM.htm	
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. Weightage for different components of assessment is as under: i) Continuous Assessments- 30 % ii) End Term Examination- 70% II) Marks or Grades- The marks or grades obtained in continuous assessments and end term examination is shown separately in the grade card.	
6.	The Higher Educational Institution shall notify all assessment tools to be used for formative and summative assessments	YES. The evaluation is carried out by the HEI using a variety of assessment instruments, such as multiple-choice questions, true/false questions, project work, project reports,	

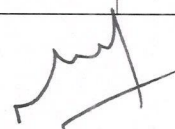
		lab work/ presentations, and term end exams, in order to meet the various learning objectives expected from the course components. https://drive.google.com/file/d/1AFrNozbC26ok1ng-FbS4BP4k_8787KuG/view?ts=6a91880d	
7.	Marks or grades obtained in continuous assessment and end semester examinations or term end examinations shall be shown separately in the grade card	Yes. The marks of the continuous assessments and term end examination are shown separately in the grade card. Marksheet https://drive.google.com/file/d/1AFrNozbC26ok1ng-FbS4BP4k_8787KuG/view?ts=6a91880d	
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 that no part of the syllabus is left out of study by a learner.	YES. Question Paper Design: The HEI internal faculty creates the question paper based on the program design. The faculty makes sure that every topic on the syllabus is covered in full and that no material is omitted from the examination. Evaluation: The HEI faculty members assigned by the department of secrecy assess	

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		the response scripts. Result Declaration: The findings are announced and made public on the university website following the faculties' assessment of the response scripts. https://drive.google.com/file/d/1AFrNozbC26ok1ng-FbS4BP4k_8787KuG/view?ts=6a91880d	
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S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
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.	YES. The Examination of the Programs in the Online Mode is managed by the Evaluation unit of the University, and conducted under supervision as per regulations via remote proctored mode. https://www.jamiahamdard.ac.in/CDOE/pdf/Examination%20-%20SOP.pdf Proctored Exam SOP for the students and teachers https://www.jamiahamdard.ac.in/CDOE/pdf/Proctored%20Exam.pdf	
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	YES. All on line examinations are monitored through proctored Examination conduct software Proctored Exam SOP for the students and teachers https://www.jamiahamdard.ac.in/CDOE/pdf/Proctored%20Exam.pdf	

(b) Availability of biometric system	Not Applicable for Online Exams. Proctored Exam SOP for the students and teachers https://www.jamiahamdard.ac.in/CDOE/pdf/Ourio%20Exam.pdf	
(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	Not Applicable for Online Exams. Proctored Exam SOP for the students and teachers https://www.jamiahamdard.ac.in/CDOE/pdf/Ourio%20Exam.pdf	
(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	Not Applicable for Online Exams. Proctored Exam SOP for the students and teachers https://www.jamiahamdard.ac.in/CDOE/pdf/Ourio%20Exam.pdf	


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S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
11.	The Higher Educational Institution shall retain all such Closed- Circuit Television recordings in archives for a minimum period of five years	Not Applicable for Online Exams. Proctored Exam SOP for the students and teachers https://www.jamiahamdard.ac.in/CDOE/pdf/Ourio%20Exam.pdf	
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	Not Applicable for Online Exams. Proctored Exam SOP for the students and teachers https://www.jamiahamdard.ac.in/CD OE/pdf/Ourio%20Exam.pdf	
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	Not Applicable for Online Exams. Proctored Exam SOP for the students and teachers https://www.jamiahamdard.ac.in/CDOE/pdf/Ourio%20Exam.pdf	

		<u>0Exam.pdf</u>	
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 Qurio 3.0 fully automated AI remote proctored platform – Qurio built to offer transparency and ease of performing cheat-free online exams & assessments. https://www.jamiahamdard.ac.in/CDOE/pdf/Qurio%20Exam.pdf https://www.jamiahamdard.ac.in/CDOE/pdf/Examination%20-%20SOP.pdf	
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 examinations for such learners	Only registered in July 2022 under E-vab Project with Ministry of External Affair https://www.jamiahamdard.ac.in/PDF/ODLPDF/annexure%20of%20ciqa%20report%202020-2021/TCIL%20Letter.pdf Yes Qurio 3.0 fully automated AI remote proctored platform – Qurio built to offer transparency and ease of performing cheat-free online exams & assessments.	

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Type of HEI: Dual Mode

		https://www.jamiahamdard.ac.in/CDOE/pdf/Quorio%20Exam.pdf https://www.jamiahamdard.ac.in/CDOE/pdf/Examination%20-%20SOP.pdf	
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 - Photograph - Aadhaar number or other government recognised identifier or Passport number, as applicable, - Other relevant details of the learner along with the Programme name.	The degree certificate will be issued to the learners as per the guidelines specified by the UGC. Mks Statement https://drive.google.com/file/d/1AFrNozbC26ok1ng-FbS4BP4k_8787KuG/view?ts=6a91880d Degree: https://drive.google.com/file/d/1nr42RiTsf8bBC_RPSjLzkZHJUYU7L/view?ts=6a904007	
	(b) Each award shall also be uploaded on the National Academic Depository		

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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. All students are compulsorily registered with ABC and NAD before enrolment of CDOE programmes.	
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4.4 Result and Student Progression

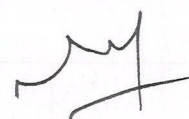
For UG, PG and PGD programmes

Semester beginning	Programme name	No. of students	No. of students	No. of students	% of student	% of students
--------------------	----------------	-----------------	-----------------	-----------------	--------------	---------------

		admitted	appeared in exams	progressed to next year	passed	passed in first class
<July, 2025 >	Bachelor of Business Administration (BBA)	192	192	192	33.3%	23.8%
	Bachelor of Computer (BCA)	423	423	423	63.6%	62.2%
	B.Com (Hons)	78	78	78	34%	34%
	M.A (Islamic Studies)	222	222	22		
	Master of Business Administration (MBA)	394	394	394	64.5%	62.2%
	Master of Computer Application (MCA)	140	140	140	76.6%	76.6%
	M.A. (Political Science) (MAPS)	74	74	74	50%	48.6%
<Jan, 2026>	Bachelor of	51	51	51	Results Awaited	Results Awaited

HEI ID: HEI-U-0107**Name of HEI:** Jamia Hamdard**Type of HEI:** Dual Mode

Business Administration (BBA)						
Bachelor of Computer (BCA)	113	113	113	Results Awaited	Results Awaited	
B.Com (Hons)	NA	NA	NA	NA	NA	
M.A (Islamic Studies)	137	137	137	Results Awaited	Results Awaited	
Master of Business Administration (MBA)	171	171	171	Results Awaited	Results Awaited	
Master of Computer Application (MCA)	64	64	64	Results Awaited	Results Awaited	
M.A. (Political Science) (MAPS)	44	44	44	Results Awaited	Results Awaited	



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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.

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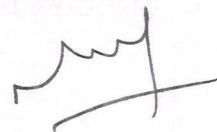
The PPR is prepared as per the instruction given in regulation 2020. PPR is approved by the Board of Studies at its meeting held on 26 October 2018 and the Academic Council held on March 2019 are approved the same. Approval are uploaded on our website.

Link :- <http://jamiahamdard.edu/UserPanel/DisplayPage.aspx?page=eqq>
<http://www.jamiahamdard.ac.in/ppr/NEW%20PPR%20for%20BCA.pdf>

<http://www.jamiahamdard.ac.in/PDF/ODLPDF/annexure%20of%20ciqa%20report%202020-2021/BOS.pdf>

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.



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Jamia Hamdard maintained all quality of standard regarding Learning material (Print Media) and Curriculum and Pedagogy. Curriculum and Pedagogy:- (a) The curriculum objectives are consistent with the mission of the HEI. (b) In Framing the curriculum all the stake holders are actively involved. A committee was constituted for finalized the curriculum. The committee was constituted with all the internal faculty of the respective subject of Jamia hamdrad , expert faculty of the outside of Jamia Hamdard, student suggestions are also consider for finalized the curriculum. (c) The curriculum are designed by adopting University Grants Commission Model Curriculum and incorporating local or regional needs.. (e) There shall be such learning experiences which allow a diversity of methods (like learning from practice, opportunities for distributed and concentrated practice, learning with peers, learning in formal situations inside and outside the department, personal study, specific teacher inputs etc). (g) The structure of curriculum are well defined. (h) There are complete strategy on teaching and learning methods like question is available after every unit. (j) Panel of examiner and evaluated are approved by competent authority of Jamia Hamdard . (k) The SLMs are prepared by Jamia Hamdard internal faculty. l) The Unit is prepared credit basic credit value of each module or unit in the course is available in PPR

Link :-

https://www.jamiahamdard.ac.in/CDOE/pdf/SLM%20approved%20by%20BoS_compressed.pdf

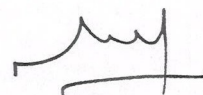
5.3 Compliance status in respect of e-Learning Material– As per Annexure - VII of UGC (ODL Programmes and Online Programmes) Regulations, 2020

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.

The PPR is prepared as per the instruction given in regulation. PPR is approved by the Board of Studies and the Academic Council are approved the same. Approval are uploaded on our website.

Link:-

https://www.jamiahamdard.ac.in/CDOE/pdf/SLM%20approved%20by%20BoS_compressed.pdf



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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

INSERT TEXT BOX

- 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

The University utilizes its exclusive Non-Swayam Learning Platform to provide online programs. This platform is constructed using open-source technologies, including Moodle, WordPress, and Jupyter Notebook. It has been customized to meet the specific requirements of the University and to comply with the standards set by the UGC. The University does not have any franchising connections with private service providers for these online programs and has all the necessary components. In addition, the University fulfills the stipulated requirements set by the UGC
Link:- <https://lms.jamiahamdardonline.in/>

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)

Student attending the live classes, Monthly Assignments, internal examination, Practice quiz & Discussion forum activities.

<https://www.jamiahamdard.ac.in/CDOE/pdf/BBA%20Jan%2024%20Batch%20Semester%20>

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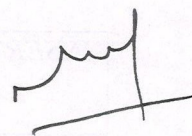
Name of HEI: Jamia Hamdard

Type of HEI: Dual Mode

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 OER/ MOOC	Name of Platform	Name of HEI offering the course (if any)	Duration of the Course	No. of Credits assigned to the Course	Percentage of total courses in a particular programme in a semester (Semester
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HEI ID: HEI-U-0107

Name of HEI: Jamia Hamdard

Type of HEI: Dual Mode

							wise programmes wise)
	NA	NA	NA	NA	NA	NA	NA

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

Upload

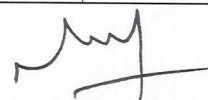


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Part – VII: Self Regulation through disclosures, declarations and reports

7.1 Compliance status of Regulations 9 of UGC (ODL Programmes and Online Programmes) Regulations, 2020 – Self-regulation through disclosures, declarations and reports

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
1.	Joint declaration by authorised signatories, Registrar and Director of Centre for Internal Quality Assurance has been displayed on HEI website authenticating that the documents from Sr. No. '2' to '17' have been uploaded on the HEI website?	Yes https://www.jamiahamdard.ac.in/CDOE/CDOE.htm	
Uploading of the following on HEI website (Mention link)			
2.	The establishing Act and Statutes there under or the Memorandum of Association, as the case may be or both, of the Higher Educational Institution, empowering it to offer programmes in Online mode	https://www.jamiahamdard.ac.in/CDOE/pdf/MoA%20JH%202021.pdf	
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	https://www.jamiahamdard.ac.in/CDOE/pdf/Approval%20of%20DEB%20for%20Online%20Programmes%202024.pdf	
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	https://www.jamiahamdard.ac.in/CDOE/pdf/List%20of%20ODL%20and%20OL%20Programmes.pdf	



HEI ID: HEI-U-0107

Name of HEI: Jamia Hamdard

Type of HEI: Dual Mode

5.	Programme-wise information on syllabus, suggested readings, contact points for	https://www.jamiaahamdard.ac.in/CDOE/Syllabus-SLM.htm	
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Jamia Hamdard (Deemed to be University)
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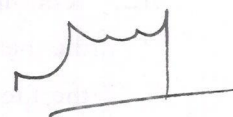
S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
	counselling/mentoring, programme structure with credit points, programme- wise faculty details, list of supporting staff, their working hours and mentoring (for Online mode) Schedule	Contact Number https://www.jamiahamdard.ac.in/CDOE/Contactus.htm Faculty detail https://www.jamiahamdard.ac.in/CDOE/Academics.htm	
6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.	https://www.jamiahamdard.ac.in/CDOE/Examinations.htm Admission detail https://www.jamiahamdardonline.in/	
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	lms.jamiahamdardonline.in	
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 Feed back form of students Untitled-1 (jamiahamdard.ac.in) Feedback form of Faculty https://www.jamiahamdard.ac.in/CDOE/pdf/Feedback%20Form%20for%20Academic%20Counsellors.pdf	

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Type of HEI: Dual Mode

		Ciqa Minutes https://www.jamiahamdard.ac.in/CDOE/pdf/Minutes%20of%20CIOA%2011%20August%202023.pdf	
9.	Information regarding all the programmes recognised by the Commission	Yes https://www.jamiahamdard.ac.in/CDOE/pdf/Approval%20of%20DEB%20for%20Online%20Programmes%202024.pdf	



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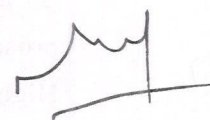
S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
10.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	Yes https://www.jamiahamdard.ac.in/CDOE/pdf/Yearwise%20Students%20Admissions%20in%20CDOE.pdf	
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 https://www.jamiahamdard.ac.in/CDOE/pdf/Office%20Order%20reg.%20Faculty%20for%20OSLM.pdf	
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 https://www.jamiahamdardonline.in/	
13.	List of the 'Examination Centres' along with the number of learners in each centre, for Online programmes	NA	Remote Proctored Exam is Conducted
14.	Details of proctored examination in case of end semester examination or term end examination of Online programmes	YES Qurio 2.0 fully automated AI remote proctored platform – Qurio built to offer transparency and ease of performing cheat-free online exams & assessments. https://www.jamiahamdard.ac.in/CDOE/pdf/Exami	

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		<u>nation%20-%20SOP.pdf</u>	
15.	Academic Calendar mentioning period of the admission process along with the academic session, dates of continuous and end semester examinations or term end examinations, etc	Yes https://www.jamiaahamdard.ac.in/CDOE/pdf/Academic%20Calendar%20ODL%202023-24.pdf	
16.	Reports of the third party academic audit to be undertaken every five years and internal academic audit every year by Centre for Internal Quality Assurance	Yes, Internal audit is conducted by CIQA https://www.jamiaahamdard.ac.in/CDOE/pdf/Document%20166.pdf	



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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	

	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	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	Yes



HEI ID: HEI-U-0107**Name of HEI:** Jamia Hamdard**Type of HEI:** Dual Mode

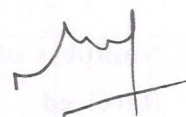
	in the Commission Order	
10.	No Higher Educational Institution shall, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a programme of study conducted by it	Yes
11.	No person shall, directly or indirectly,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

YES

If No, reason thereof:



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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.

Jamia Hamdard student grievances are addressed through the following

1. Personal hearing by Director or Programme Coordinators of CDOE
2. telephones calls
3. Through email sodl@jamiahamdard.ac.in
4. Through portal (LMS)

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
15	15

9.3 Complaint Handling Mechanism

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

All the grievance are dealt by director, CDOE

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)
05	05	Yes

Part – X: Innovative and Best Practices**10.1 Innovations introduced during academic year**

CDOE has started more personalized Tutoring, Online counselling classes, Trackable Learning, Quick Learning with Devices, Online Capability – Based Learning. The online study materials and classes are also made open to ODL Students.

10.2 Best Practices of the HEI

To impart quality education and maintain established quality assurance practices the following steps have been taken by the CDOE: -

- Smooth student migration from online to ODL and vice versa through a University approved Policy.
- Student Mentoring by experienced faculty for ODL Learners.
- Internship Assistance provided by CDOE Faculty
- Online classes conducted by regular faculty of Jamia Hamdard and CDOE
- Online Resources for BCA and BBA are allowed for ODL students.
- Access to University Library Resources and State of Art Computer Centre
- Skilling and Placement Programme for CDOE students.
- Compulsory Feedback mechanism for immediate redressal of grievances
- AI assisted chatbot for ODL and Online learners.
- Special backlog examinations for ODL and Online Students to complete their academic programmes

10.3 Details of Job Fairs conducted by the HEI

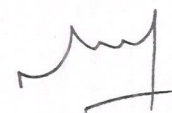
Participated in the Job Fair organized by the Jamia Hamdard at university level on 8.11.2025.

10.4 Success Stories of students of Online mode of the HEI

Some of the students have successfully qualified for the UGC NET examination.

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

Five e-LM courses in Islamic Studies have been successfully translated and converted into Urdu, facilitating greater accessibility and learning opportunities for Urdu-speaking students.



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10.6 Number of students placed through Campus Placements

The first batch of MA Islamic Studies passed out last year i.e. 2025. First batch of MBA and MCA students will be passing out in the current academic year 2025-26. Details will be made available next report.

10.7 Details of Alumni Cell and its activity

The university maintains a separate alumni association. The Association actively contributes to the department's welfare and academic initiatives. The association's members work in a variety of positions in research labs, businesses, and universities all around the world, greatly enhancing the department's reputation.

10.8 Any other Information

Special efforts are made to enroll students from Madarasa background and bringing them to main stream higher education.

DECLARATION

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

Signature of the Director:

Name: Prof. M.A. Sikandar

Seal:

Date: 28.08.2026

Director

Centre for Distance and Online Education
Jamia Hamdard (Deemed to be University)
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Signature of the Registrar:

Name: Col. Tahir Mustafa

Seal:

Date: 28.08.2026

Registrar
Jamia Hamdard
(Deemed to be University)
Hamdard Nagar
New Delhi-110062

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.