

# ALL INDIA SURVEY ON HIGHER EDUCATION

## INSTRUCTION MANUAL



GOVERNMENT OF INDIA  
MINISTRY OF HUMAN RESOURCE DEVELOPMENT  
DEPARTMENT OF HIGHER EDUCATION  
BUREAU OF PLANNING, MONITORING & STATISTICS  
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## CHAPTER 1: INTRODUCTION

Higher education is of vital importance for the country, as it is a powerful tool to build knowledge-based society of the 21<sup>st</sup> Century. India possesses a highly developed higher education system which offers facility of education and training in almost all aspects of human creative and intellectual endeavors: arts and humanities; natural, mathematical and social sciences, engineering; medicine; dentistry; agriculture; education; law; commerce and management; music and performing arts; national and foreign languages; culture; communications etc. The expansion in institutional capacity in terms of number of universities/colleges and teachers has provided greater access to the students to post higher secondary education.

The official statistical system plays a key role in any society, especially, in a large and diverse democracy. Production and management of statistics must be independent of and distinct from the Government in order to be credible and acceptable to all sections in the society. In fact, the system must act as one of the bedrocks of society, and seek to continuously enlarge its application in the public sphere. It must play host to informed debate and give substance to open democracy and participatory governance. A key principle of the system is that it must be completely independent and transparent.

In view of the above, Ministry of Human Resource Development (MHRD) initiated an All India Survey on Higher Education (AISHE) in the year 2011 with reference date of 30<sup>th</sup> September, 2010 to build a robust database and to assess the correct picture of higher Education in the country.

The main objectives of the survey was to

- identify & capture all the institutions of higher learning in the country
- Collect the data from all the higher education institutions on various aspects of higher education

**Task Force:** A Task Force was constituted with representations from various stakeholders such as Ministry of Human Resource Development (MHRD), University Grants Commission (UGC), All India Council for Technical Education (AICTE), Medical Council of India (MCI), Indian Institute of Agricultural Statistics Research Institute (IASRI), Central Statistics Office (CSO), Distance Education Council (DEC), National University of Education Planning & Administration (NUEPA), Universities, State Higher Education Departments to conceptualise the Survey and to provide technical guidance.

Keeping in view the importance of the information gathered through the survey, Task Force recommended making the survey an annual system of data collection on higher

education in the country. The recommendation was accepted by the Ministry and the survey is now an annual exercise.

**Identification of Institutions for Coverage:** The Institutions have been classified in following 3 broad categories:

- University & University Level Institutions i.e. the Institutions which are empowered to award degree under some Act of Parliament or State Legislature.
- Colleges/Institutions which are not empowered to provide degree in its own name and therefore are affiliated/recognised with Universities.
- Stand-alone institutions (not affiliated with Universities) which are not empowered to provide degree and therefore run Diploma Level Programmes. During 2010-11 survey, 3 types of such Institutions have been covered. These are, (i) Technical such as Polytechnics, Post Graduate Diploma in Management recognised by AICTE and administered by State Directorate of Technical Education, (ii) Teacher Training such as District Institute of Education & Training recognized by National Council for Teacher Education and administered by State Council for Education Research & Training and (iii) Nursing Institutes recognized by Indian Nursing Council and administered by State Nursing Council/Boards. Institutions running diploma level programmes and directly regulated/ administered by Central Ministries are also being covered.

**Geographical Coverage:** All Institutions of Higher Education located within the Geographical boundary of India, recognised by any Statutory Body established under Central/ State Act will be covered during the Survey.

**Reference Period:** Reference date for filling up the Data Capture Formats is 30<sup>th</sup> September of the academic year. The number of institutions, teachers and students will be recorded on the basis of their actual number as on 30<sup>th</sup> September for the academic year. *For AISHE2014-15, the reference date would be 30<sup>th</sup> September2014.*

Information in respect of Examination Result will be collected for the students passed out/awarded degree for the past academic year declared on or before 30<sup>th</sup> September. *For AISHE 2014-15, the results declared on or before 30<sup>th</sup> September -2013 for the academic year 2013-14 will be recorded.* In case of Ph.D., number of students awarded Ph.D. Degree during 1<sup>st</sup> October, 2013 to 30<sup>th</sup> September, 2014 will be recorded.

Financial Information will be recorded for the financial year i.e. 1<sup>st</sup> April to 31<sup>st</sup> March. *For AISHE2014-15, the reference period would be 1<sup>st</sup> April 2013 to 31<sup>st</sup> March 2014.*

**Core List of Higher Education Institutions:** The most important and phenomenal task is to compile the core list of Institutions of higher learning. There are numerous players in this field, which are not easily identifiable. Preparing the list of institutions was one of the major components, as exhaustive list of the Institutions of higher learning in the country was not available. During 2010-11 the lists of all the Universities and Stand-alone Institutions have been prepared by adopting the following method:

- Consulting the websites of the State Government Departments, Ministries and Institutions.
- Consulting all the Central Ministries, Councils and State Governments for providing the list of Institutions under their control.

Different colleges are regulated with different regulatory bodies. There are some colleges whose programmes are recognised by more than one regulatory body. To avoid duplication or omission, University was identified as best source to prepare the list of colleges. Thus, College list was dynamically generated through University during the survey. Software was designed in such a manner that as soon as the university uploads its form on the server, college list was automatically populated in the data-base during 2010-11 survey.

From 2011-12, following mechanism has been developed to update the list

- . List of Universities through State Governments, Central Ministries and UGC
- . List of Colleges through Universities
- . List of Stand Alone Institutions through respective Councils, State Governments and Central Ministries

An online module has been developed for this purpose. Presently, the names of the Universities can be added, deleted and edited by the MHRD only. Similarly, the names of the Standalone Institutions can be added, deleted and edited by the MHRD only. The names of the Colleges can be added, deleted and upgraded to University, if such is the case, by MHRD, but its name can be edited by the Universities. University can also de-affiliate colleges along with recording the reason of de-affiliation, which then will be available for affiliation by other Universities or for deletion, if no longer exist and also can be upgraded to University, if such is the case. A college may be de-affiliated when the formal collaborative agreement between the college and the University is ended either because it has been closed or due to its affiliation with any other University.

**Pilot Survey and Pre-Testing of the Data Capture Format during 2010-11:** 2010-11, being the first year of the survey, a pilot survey was conducted in some of the selected Institutions of higher learning of different types before the launching of the full-fledged system of data collection,. The objective of the Pilot Survey was to test the Data Capture

Format by canvassing the same among sample Institutions, to explore the feasibility of collection of requisite information/data needed and identifying the specific operational problems. The testing was all the more necessary, because there is a vast diversity among the institutions in terms of structure, courses offered, faculties & departments, flexibility provided to students such as selection of courses, credit system etc. On the basis of experience and feed-back, data capture formats was slightly modified for the year 2011-12 and also again in 2013-14. Some indicators have been added for the requirement of the Policy Makers.

**E-version of Data Capture Formats:** The e-version of DCF has been prepared in such a manner that it expands according to the structure/size (Number of Faculties/ Departments, Programmes, etc.) of the Institution. No manual aggregation is required at any level to fill the DCF. It can be pre-filled with some of the basic informations, if the DCF was uploaded for the previous year survey.

**Mode of Survey:** A dedicated portal (<http://aishe.gov.in> or <http://aishe.nic.in>) has been developed for collection & compilation of the data. All the Institutions need to register on the portal for accessing the portal and uploading its data. The registration of the Institutions is approved by appropriate level of officers at State/ Central Level and in case of colleges, by University nodal Officers. The Data Capture Format is downloaded from the portal, filled off-line and then filled-in DCF is uploaded, which has made it completely paper-less. No investigator is sent to the Institution to collect the data. In fact the nodal officers appointed by the Institution themselves are the Investigator and they are responsible for filling up the DCF and uploading it on the portal. This eliminates the duplication of effort in data entry once form is uploaded by the Institution. Once data is uploaded by the Institutions, data compilation is done automatically in pre-designed formats. From 2011-12, the Institutions have been provided the facility to download pre-filled DCF from the previous year data so that they can update and upload with minimal effort.

**User Registration/ Management:** The nodal officer appointed by the Institution for the purpose of the survey has to register on the portal by filling the details on the User Registration page (available on click at New User link on the home page). After the registration is approved, the confirmation of which is sent through e-mail at the address filled in the registration form. Only approved users can access the portal (with userid and password created by them) for downloading e-version of DCF, uploading the DCF and seeing the automatically generated reports. University, State and National level users can manage College/Institute level users by according approval of their registration from User Management of their dash board.



**Form Management:** Each Institution can see and download their filled-in DCF from anywhere and anytime by login to the portal with their userid and password. They can also revise the DCF, if required, until the survey is not closed. University, State and National level users can see actual filled-in DCF of all the institutions under their control/academically associated with them.

**Reports:** Several state level and institution level reports are automatically and instantaneously generated and are available in pre-designed formats under reports section. All users can see the reports of their own institute and of the institutions under their control/academically associated with them. All the users can see various state level reports. These are as follows:

- 1) State-wise List of Universities & Attached Institutions
- 2) State-wise List of Stand-Alone Institutions
- 3) State-Wise Number Of Institutions
- 4) State-Wise Number Of Institutions - Urban
- 5) State-Wise Number Of Institutions - Rural
- 6) State & Specialisation - Wise Number Of Institutions
- 7) Type-Wise Number Of Institutions Attached With University
- 8) Management-Wise Number Of Institutions Attached With University
- 9) State-Wise Number Of University Offering Education Through Distance Mode
- 10) State & Post-Wise Number Of Male & Female Teacher
- 11) State & Category-Wise Number Of Male & Female Teacher
- 12) State & Category-Wise Number Of Male & Female Non-Teaching Staff
- 13) State & Level-Wise Male & Female Student Enrolment
- 14) State & Level-Wise Male & Female Student Enrolment Through Distance Mode Of Education
- 15) State & Category-Wise Male & Female Student Enrolment
- 16) State & Level-Wise Out-Turn

**Several new reports have been designed to capture time series report. Gradually all the reports will be made available to all the users without any restrictions.**



## CHAPTER 2: CONCEPTS AND DEFINITIONS

### HIGHER EDUCATION

For the purpose of this Survey, Higher Education is defined as the education, which is obtained after completing 12 years of schooling or equivalent and is of the duration of at least nine months (full time) or after completing 10 years of schooling and is of the duration of at least 3 years. The education may be of the nature of General, Vocational, Professional or Technical education.

### I. TYPE OF INSTITUTIONS

All Institutions, where higher education as defined above is imparted, will be covered in the Survey. The Institutions, covered in the Survey has been classified into three broad categories:

- (1) University/University Level Institutions
- (2) Colleges/Institutions - affiliated/recognised with University
- (3) Stand-alone Institutions - not affiliated/recognised with University

#### (1) University/University Level Institutions

Under the University Grants Commission (UGC) Act, 1956, *“University” means a University established or incorporated by or under a Central Act, a Provincial Act or a State Act, and includes any such institution as may, in consultation with the University concerned, be recognized by the Commission in accordance with the regulations made in this behalf under this Act.*

**Various Provisions under UGC Act, 1956, which are relevant for the Survey, are mentioned below:**

Under Section 22(1) of UGC Act, 1956, *the right of conferring or granting degrees shall be exercised only by a University established or incorporated by or under a central Act, a Provincial Act, a State Act or an institution deemed to be a University under section 3 or an institution specially empowered by an Act of Parliament to confer or grant degrees.*

Under Section 22(2) of UGC Act, 1956 states that *Save as provided in sub-section (1), no person or authority shall confer, or grant, or hold himself or itself out as entitled to confer or grant, any degree.*

Section 12 of the UGC Act, 1956 states Power and Functions of the University Grants Commission:

*It shall be the general duty of the Commission to take, in consultation with the Universities or other bodies concerned, all such steps as it may think fit for the promotion and co-ordination of University education and for the determination and maintenance of standards of teaching,*

examination and research in Universities, and for the purpose of performing its functions under this Act, the commission may :

(h) collect information on all such matters relating to university education in India and other countries as it thinks fit and make the same available to any university;

(i) require a University to furnish it with such information as may be needed relating to the financial position of the University or the studies in the various branches of learning undertaken in that University, together with all the rules and regulations relating to the standards of teaching and examination in that University respecting each of such branches of learning.

Thus the following degree awarding Institutions are covered in this category:

1. **Central University** - A university established or incorporated by a Central Act.
2. **State University** - A university established or incorporated by a Provincial Act or by a State Act.
3. **Open University** - A University which imparts education exclusively through distance education in any branch or branches of knowledge.
4. **Private University** - A university established through a State/ Central Act by a sponsoring body viz. a Society registered under the Societies Registration Act 1860, or any other corresponding law for the time being in force in a State or a Public Trust or a Company registered under Section 25 of the Companies Act, 1956.
5. **Deemed University** - An Institution Deemed to be University commonly known as Deemed University refers to a high-performing institute, which has been so declared by Central Government under Section 3 of the University Grants Commission (UGC) Act, 1956.
6. **Institute of National Importance** - An Institution established by Act of Parliament and declared as Institution of National Importance such as All Indian Institute of Technology (IIT), National Institute of Technology (NIT).
7. **Institute Under State Legislature Act** - An institution established or incorporated by a State Legislature Act. There are 5 such Universities, *Nizam's Institute of Medical Sciences, Hyderabad; Sri Venkateswara Institute of Medical Sciences, Tirupati; Shere-e-Kashmir Institute of Medical Sciences, Srinagar; Indira Gandhi Institute of Medical Sciences, Patna; Sanjay Gandhi Post Graduate Institute of Medical Sciences, Lucknow.*
8. **Other Institute** - An institution not falling in any of the above category but established through State/ Central Act and are empowered to award degrees e.g. *National Institute of Fashion Technology* established through an Act of Parliament.

## 2. Colleges/Institutions affiliated/recognised with University

These are institutions which can run degree programmes but are not empowered to provide degree on their own and are necessarily have to be attached with a University/University level institution for the purpose of awarding degree. For the purpose of the survey these institutions have been classified as under:

**2.1 Colleges Affiliated with University/ University level Institutions** - Under Section 12A(1)(b), *College means any Institution, whether known as such or by any other name which provides for a course of study for obtaining any qualification from a university and which, in accordance with the rules and regulations of such university, is recognised as competent to provide for such course of study and present students undergoing such course of study for the examination for the award of such qualification.* These are the institutions established or maintained by or admitted to the privileges of the University.

Colleges can be of two types:

- (i) University/ Constituent College - A college maintained by the University
- (ii) Affiliated College

Some colleges are given **Autonomous Status**. UGC has introduced a scheme of Autonomous colleges keeping in view the objectives of the National Education Policy (1986-92).

All Colleges under Section 2(f) & 12(b) of the UGC Act are eligible under the Scheme.

Criteria for identification of institutions for grant of autonomy are as follows:

- a. Academic reputation and previous performance in university examinations and its academic/co-curricular/extension activities in the past.
- b. Academic/extension achievements of the faculty.
- c. Quality and merit in the selection of students and teachers, subject to statutory requirements in this regard.
- d. Adequacy of infrastructure, *for example, library, equipment, accommodation for academic activities, etc.*
- e. Quality of institutional management.
- f. Financial resources provided by the management/state government for the development of the institution.
- g. Responsiveness of administrative structure.
- h. Motivation and involvement of faculty in the promotion of innovative reforms.

The Parent University awards degrees to the students, evaluated and recommended by colleges. Autonomous colleges that have completed three year terms can confer the degree under their title with the seal of the university.

**2.2 Institutions Recognised by the University:** These are the institutions attached with the University for the purpose of awarding degree in respect of programmes being

run in these institutions. *e.g. Army Cadet College Wing, Indian Military Academy, Dehradun is not affiliated with any University but the degree in respect of Programmes run in the institute are awarded by Jawaharlal Nehru University.*

**2.3 Off-Campus Centre/ PG Centre** - A centre of the University established by it, outside the main campus (within or outside the state) operated and maintained as its constituent unit, having the University's complement of facilities, faculty and staff. Teaching departments of the University, where Post Graduation level courses are offered should not be treated as PG Centre.

**2.4 Off-shore Campus** - A campus of the Private University or Deemed to be University established by it outside the country, operated and maintained as its constituent unit, having the University's complement of facilities, faculty and staff.

**2.5 Regional Centre** - A centre established and maintained or recognized by the University for the purpose of the coordination of the functioning of the Study Centres in the region, advising, counseling or for rendering any other assistance required by the students used in the context of regular/ distance education.

**2.6 Study Centre** - A centre established and maintained or recognized by the university for the purpose of advising, counseling or for rendering any other assistance required by the students.

**Evening College** - The College in which education is imparted in the evening. It may be noted that in a few colleges, using the same infrastructure, education is imparted in two sessions-morning or day and evening. Generally, for all practical purposes these are treated as two colleges.

### **(3) Stand alone Institutions not affiliated/recognised with University**

There are several institutions which are outside the purview of the University & College. These Institutions generally run Diploma/PG Diploma level programmes for which they require recognition from one or other Statutory Bodies. **For the purpose of this survey, such Institutions will be referred as Stand-alone Institutions.** Such Institutions mainly fall under the following categories:

- Indian Institute of Management (IIM) awarding mainly PG Diploma in Management of two years duration whose entry qualification is Graduate.
- Diploma awarding Institutions under the control of All India Council for Technical Education (AICTE) *e.g. Lal Bahadur Shastri Management Institute awarding PG diplomas in Management of two years duration whose entry qualification is Graduate.*

- Diploma awarding Institutions under the control of Indian Nursing Council (INC).
- Government or Government recognised Institutions to conduct Teachers Training courses whose entry qualification is 10+2 e.g. *District Institute of Educational and Training (DIET) or similar institutes.*
- Polytechnics.
- Company Secretary, Chartered Accountancy, Actuarial Science etc.

**Institution for Women:** An Institution which enrolls only female students in all its programmes is categorised as **Institution for Women**. Such institutes may or may not have male teaching and non-teaching staff.

## II. FACULTY, DEPARTMENT AND PROGRAMME

**Faculty** - A Faculty of Studies of the University.

**Department** - A Department of Studies and includes a Centre of Studies.

For the purpose of survey, the **School** will be treated similar to Faculty and Centre will be treated similar to the Department.

**Programme** - It is a course of study for which Degree or Certificate is awarded by the Institution. A Programme of study is the approved curriculum followed by an individual student such as B.A, M.A, MBA etc.

### Levels of Programmes:

1. **Under-Graduate** - Programme after 10+2 and generally having the duration of 3/4/5 years, in General or Professional courses.
2. **Post-Graduate** - Programme after Graduation and generally having the duration of 2/3 years in General/Professional courses.
3. **M.Phil.** - Programme after Post-Graduation and generally having the duration of 1/2 years and is a pre-research course.
4. **Ph.D.** - Programme after M.Phil. or Post-Graduation and generally having the duration of 2/3/4/5 years.
5. **Post Graduate Diploma** - Programme generally after 10+2 or after Graduation in General and Professional courses and having duration of 1/2/3 years.
6. **Diploma** - Programme generally after 10+2 or after Graduation in General and Professional courses and having duration of 1/2/3 years.
7. **Certificate** - It is a Programme similar to Diploma, but is awarded a Certificate by the Institution.

8. **Integrated/Dual Degree** - It is a Programme leading to Post-Graduate Degree and/or Research Degree. Generally it is a combination of two degree programmes e.g. M.Tech Ph.D, B.A. LLB, M.Sc. Ph.D, B.Tech M.Tech etc.

**Discipline** - An academic discipline or field of study is a branch of knowledge that is taught and researched at the Institution. There are large numbers of disciplines, which are taught in various Institutions and their nomenclature varies from Institution to Institution.

*For example in case of M.A. in Geography, M.A. is a Programme and Geography is a discipline.*

### III. MODE OF HIGHER EDUCATION

**Regular Mode i.e. Formal system of Higher Education** - Education provided in the system of Colleges, Universities and other formal educational institutions where the students getting education in a classroom in direct contact with the teachers and also make use of other infrastructure facilities like laboratories, library etc. to enhance its learning capacity.

**Self-Financing Courses in Regular Mode** - Government-aided Universities/Colleges/Institutions conducting certain career oriented courses without the financial support of the Government. The recurring expenditure to run these courses is being met by students' fees etc.

**Distance/Correspondence Mode i.e. Non-Formal system of Higher Education** - The system of imparting education through broadcasting, telecasting, internet, correspondence courses, seminars, contact programmes or the combination of any two or more such means of communication.

### IV. MANAGEMENT OF UNIVERSITY/COLLEGE/INSTITUTION

**Central Government** - Universities/Colleges/Institutions which are maintained by Central Government whether directly or indirectly e.g. *University of Delhi is a Central University. Dyal Singh College is a University College of University of Delhi which is getting maintenance grant from UGC.*

**State Government** - Universities/Colleges/Institutions which are maintained by State Government whether directly or indirectly e.g. *Choudhry Charan Singh University, Meerut is a State University getting maintenance grant from Uttar Pradesh Government.*

**Local Body** - Colleges/Institutions which are managed by the local body such as Panchayats (as defined in Art 243 read with 243 B of the Constitution), Municipalities (as defined in Article 243 P read with 243 Q of the Constitution), Cantonment Boards, Town



Area Committees and any other bodies of the local self government constituted under a law. *e.g. Firoz Gandhi College & C.P.Verma College, Patna affiliated to Magadh University.*

**Private Aided** - Institutions, which are managed by an Individual, Trust, Society or Other Private Organization and receive regular maintenance grants from Government or Local Body. *e.g. Hindu College, Delhi affiliated to University of Delhi.*

**Private Un-aided** - Institutions, which are managed by an Individual, Trust, Society or Other Private Organization, which is either not receiving any grant or in receipt of one-time ad-hoc grant for a specific purpose like building construction, strengthening of library or laboratory, one-time subsidy towards teacher salary etc., but not receiving regular maintenance grant. *e.g Chanchalben Mafatlal Patel College of Nursing, Ahemadabad.*

## V. STUDENT

**Student** means a student of the Institution and includes any person who has enrolled himself/ herself for pursuing any programme of study conducted by the Institution.

**Foreign Students** mean those students who are citizens of a country other than India.

**Students' intake** is annual permitted strength for a particular programme of study which means the number of seats in a programme.

**Students' enrolment** is total students on roll in a Programme as on 30<sup>th</sup> September of the academic year, as explained below through an example:

Programme: MCA Duration: 3 years

<u>Year</u>	<u>Students enrolled</u>
1 <sup>st</sup> Year	30
2 <sup>nd</sup> year	29
3 <sup>rd</sup> year	28
<b><u>Total Enrolment</u></b>	<b><u>87</u></b>

## VI. TEACHING STAFF

Teacher is defined as a faculty/staff assigned the professional activities of instructing pupils, providing knowledge and giving guidance in the subject area of studies in self contained classes or courses or in class room situations. Generally the designation of teaching staff are Vice-Chancellor, Director, Pro-Vice-Chancellor, Principal, Professor & Equivalent, Associate Professor, Additional Professor, Reader, Lecturer (Selection Grade), Assistant Professor, Lecturer (Senior Scale), Lecturer, Tutor, Demonstrator, Part-Time Teacher, Ad hoc Teacher, Temporary Teacher, Contract Teacher, Visiting Teacher.



**Sanctioned strength of Teaching Staff** means the number of posts sanctioned designation-wise for Professor, Associate Professor and Assistant Professor etc.

**Existing strength (Teachers in position)** means the number of teachers currently in position against each post working in the University/Department on the date of reference.

**Career Advancement Scheme (CAS)** is a scheme of UGC to promote Teachers from a few selected stages to higher stages.

**Grade Pay** - Grade Pay is a fixed amount attached to each post in the hierarchy. Grade pay determines the status of a post.

## VII. NON-TEACHING STAFF

**Non-teaching staff** are staff other than Teaching staff engaged in Administrative, Secretarial, Laboratory, Library work etc. of the University/ Institution/ College in different level Groups i.e. Group A, Group B, Group C and Group D as defined by Department of Personnel & Training.

## VIII. RESERVATION

**Person with Disability (PWD):** A person suffering from a disability as defined in the "Persons with Disabilities (Equal Opportunities, Protection of Right and Full Participation) Act, 1995". As per Section 2 of this Act:

"Person with disability" (PWD) means a person suffering from not less than forty per cent of any of the following disabilities as certified by a medical authority;

- i. Blindness;
- ii. Low vision;
- iii. Leprosy-cured;
- iv. Hearing impairment;
- v. Locomotors disability;
- vi. Mental retardation;
- vii. Mental illness;

**Other Backward Classes** means the class or classes of citizens who are socially and educationally backward, and are so determined by the Central/ State Government.

**Scheduled Castes** means the Scheduled Castes notified under article 341 of the Constitutions.

**Scheduled Tribes** means the Scheduled Tribes notified under article 342 of the Constitution.

**Religious Minority:** Six religious communities, viz; Muslims, Christians, Sikhs, Buddhists, Jain and Zoroastrians (Parsis) have been notified as minority communities by the Union Government.

## **IX. EXAMINATION RESULTS**

**Out-Turn** means number of final year students of a particular programme, who have successfully completed the programme i.e number of students who have passed the final year examination of the programme.

## **X. REFERENCE PERIOD**

**Academic Year** - The academic year is the period, during which one year or two semesters or three trimester of a Programme is completed.

**Financial Year** - The financial year is the period from 1<sup>st</sup> April of the Year to 31<sup>st</sup> March of the next year.

**Reference Date** - 30<sup>th</sup> September of the Academic year is taken as the reference date for filling up all the Blocks of DCF, except the block on Examination Results and Financial Information. Generally all the admissions in various courses in a University, College & Stand-alone Institution are completed before 30<sup>th</sup> September. Reference period for financial data is Financial Year and for examination result is Academic Year.

**Examination Year** - It is the academic year prior to the reference date, for which Examination Results are declared. Examination results include the final and supplementary examination conducted during that year. In case of Ph.D., the out-turn is the number of students, who are awarded degree during two convocations falling prior to the reference date.

**XI. GEOGRAPHICAL REFERENCE** - Geographical reference something means to define its existence in physical space. That is, establishing its location in terms of coordinate systems. Latitude is used together with longitude to specify the precise location of features on the surface of the Earth. The mainland of India extends between 8 ° 4' and 37 ° 6' North Latitude and 68 ° 7' and 97 ° 25' East Latitudes.

Latitude is a geographic coordinate that specifies the north-south position of a point on the Earth's surface. Lines of constant latitude run east-west as circles parallel to the equator. Latitude is an angle which ranges from 0° at the Equator to 90° (North or South) at the poles.

Longitude is a geographic coordinate that specifies the east-west position of a point on the Earth's surface. It is an angular measurement, usually expressed in degrees. Points with the same longitude lie in lines running from the North Pole to the South Pole. By

convention, one of these, the Prime Meridian, which passes through the Royal Observatory, Greenwich, England, establishes the position of zero degrees longitude. The longitude of other places is measured as an angle east or west from the Prime Meridian, ranging from 0° at the Prime Meridian to +180° eastward and -180° westward. Specifically, it is the angle between a plane containing the Prime Meridian and a plane containing the North Pole, South Pole and the location in question.

**XII. SCHOLARSHIP** - Scholarship is a boon for students, belonging to the weaker sections of the society, who are unable to further their education for some reason or the other. Scholarship is an incentive as well as encouragement for students, who are talented, but do not have the means to study further. There are a variety of scholarships - merit-based, need-based, student-specific, career-specific, and college-specific. The Ministry offers National as well as External Scholarships to the needy students.

**FELLOWSHIP** - In academia, a fellow is a member of a group of learned people who work together as peers in the pursuit of mutual knowledge or practice. The fellows may include visiting professors, postdoctoral researchers and doctoral researchers. Fellowship is the scholarship received to pursue the doctoral programmes.

**XIII. EDUCATIONAL LOAN** - Government of India in consultation with Reserve Bank of India (RBI) and Indian Banker's Association (IBA) has framed a Comprehensive Educational Loan Scheme to provide Interest Subsidy to ensure that no deserving student in the Country is deprived of higher education for want of finances. The new scheme covers all type of courses including professional courses in schools and colleges in India.

**XIV. EDUCATIONAL ACCREDITATION** - Educational accreditation is a type of quality assurance process under which services and operations of educational institutions or programs are evaluated by an external body to determine if applicable standards are met. If standards are met, accredited status is granted by the agency.

The National Assessment and Accreditation Council (NAAC) is an organisation that assesses and accredits institutions of higher education in India. It is an autonomous body funded by University Grants Commission of Government of India headquartered in Bangalore. For the purpose of the survey, only those agencies, which accreditate the educational institutions are covered.

## CHAPTER 3: INSTRUCTIONS FOR FILLING-UP DATA CAPTURE FORMAT I

This format is designed to collect the information in respect of Higher Education from University/University level institutions which are established

- under Central Act, a Provincial Act or a State Act (Central University, State University)
- as an institution deemed to be a university under section 3 of the UGC Act 1956 e.g. Deemed University
- as an institution specially empowered by an Act of Parliament to confer or grant degrees e.g. Institution of National Importance (Indian Institute of Technology, National Institute of Technology etc.), Institutions set up by other Central Ministries by an Act of Parliament such as National Institute of Fashion Technology (NIFT).

Thus the coverage of the 'Institutions' in this format includes all the Central Universities, State Universities (including State Private Universities), Deemed Universities, Institutions of National Importance, Institutions established under State Legislature Act and other institutions set up under some Central or State Act.

**Summary description of the schedule:** Data Capture Format I consists of 11 blocks. The first three blocks, viz. Block 1A, Block 1B and Block 1C are to be used for recording basic structure of the University, its Faculties/ Schools, Departments/ Centres and the Programmes. Faculties/ Schools, Departments/ Centres and Programmes listed in Block 1C will form the basis/ masters for filling up of Blocks 1D and IE.

Block 1D will be for recording the information in respect of Teaching & Non-teaching staff of the University. Library and Physical Education Staff of the University is to be collected separately in this block.

Programme-wise Student enrolment in regular as well as distance education mode will be collected in Block 1E. Information in respect of Foreign Students will also be recorded in this block.

Block 1F is to be used for recording the Examination Results of the students who have passed the final year degree examination of a particular programme.

Receipt & Expenditure details of the University will be recorded in Block 1G.

Availability of Infrastructure in the university will be recorded in Block 1H.

Information in respect of Scholarships, Loans & Accreditation will be recorded in Block 1I.

Information in respect **Off-shore centre/ college** will be recorded in **Block 1J**.

Comments relevant to the information furnished in other blocks will be recorded in Block 1K.

In a nutshell, the schedule consists of the following blocks:

**Block 1A: Basic Information of the University/ University Level Institutions**

**Block 1B: Details of Regional Centres Attached with Open/ Dual mode University**

**Block 1C: Details of Faculty/ Department-wise Programmes offered by the University/ University Level Institutions.**

**Block 1D: Staff Information - Teaching & Non Teaching**

**Block 1E: Student Enrolment**

**Block 1F: Examination Results**

**Block 1G: Financial Information**

**Block 1H: Infrastructure Related Information**

**Block 1I: Scholarships, Loans & Accreditation**

**Block 1J: OFF-SHORE CENTRE/COLLEGE**

**Block 1K: Remarks**

*Sample DCF-I is given at Appendix-2.*

## **DETAILS OF THE DATA CAPTURE FORMAT I (DCF-I)**

### **Block 1A: Basic Information of the University/ University Level Institutions**

This block is designed for recording basic information of the Institution as on reference date i.e. 30<sup>th</sup> September of an academic year.

**Item 1 & 2:** These two fields, Name of the State & Name of the University/ University Level Institution are pre-filled while downloading the DCF.

**Item 3:** Here the address particulars in items (i) and/or (ii) [only first of which is mandatory], name of city in item (iii), name of district in item (iv) [it is to be selected from drop-down], Pin Code of the area in item (v), name of the website in item (vi), total area in acre of the University in item (vii) and total constructed area in square meter in item (viii) will be recorded.

**Item 4:** In the first box, year of establishment of the Institution i.e. when it was set up and in the second box, year in which the Institution was declared University will be recorded. For example, Delhi College of Engineering, (initially established with the name – Delhi Polytechnic) came into existence in the year 1941 but has become Delhi Technological University in 2009. Therefore in the first box 1941 will be recorded and in the second box 2009 will be recorded.

**Item 5:** In items A (i), (ii) & (iii), name of the Vice-Chancellor/Director/Head of the Institution, contact number and e-mail id, will be recorded. In items B (i), (ii), (iii), (iv) & (v), details of the person who is nominated by the University for providing the information in this DCF will be recorded. This person will be the resource person for furnishing the information during future surveys also.

**Item 6:** Depending on the area, where the Administrative Unit of the University is located, appropriate Radio Button against *Rural or Urban*, will be clicked.

**Item 7:** Here Geographical referencing in degree (up to 8 places of decimal) for both Latitude and Longitude are to be recorded. The applicable range for Latitude is 6 to 38 degrees and for Longitude is 68 to 98 degrees.

**Item 8:** The type of University/University Level Institution is pre-filled from the following options:

*Central University*  
*State Public University*  
*State Private University*  
*Deemed University- Government*  
*Deemed University- Government Aided*  
*Deemed University-Private*  
*Institute of National Importance*  
*Institute under State Legislature Act*  
*Central Open University*  
*State Open University*  
*State Private Open University*  
*Others*

**Item 9:** If the university is exclusively meant for one particular specialised field i.e. the university concentrates on developing experts in a particular skill or area, radio button 'Yes' will be clicked in 9(i) and the field of the particular specialisation will be selected from the drop-down menu in 9(ii), otherwise radio button 'No' will be clicked in 9(i), in that case 9(ii) will be not be activated. The options for 9(ii) are

*Agriculture*  
*Cultural Studies*  
*Fine Arts*



*Fisheries*  
*Gandhian/Religious Studies*  
*Journalism & Mass Communication*  
*Language*  
*Law*  
*Medical*  
*Oriental Learning*  
*Rural Development*  
*Sanskrit*  
*Sports/Yoga/Physical Education*  
*Technical*  
*Veterinary & Animal Sciences*  
*Others (Please Specify)*

When *Others (Please Specify)*, option is selected, the adjacent box will be activated and its detail is to be specified there.

**Item 10:** If the University is providing admission to girls' students only, radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked.

**Item 11:** If residential accommodation for teaching and/or non-teaching staff is available (either within campus or outside the campus of the university), radio button 'Yes' will be clicked and their number will be recorded in 11(ii) separately for teaching and non-teaching staff, otherwise radio button 'No' will be clicked in 11(i), in that case 11(ii) will not be activated. If residential accommodation for a particular category is not available, '0' will be recorded against that category in 11(ii). Against 'Total' sum of the numbers of accommodation for both categories will automatically be recorded. If quarters for teaching and non-teaching staff are not separately available, only number against total may be recorded. Further, if the quarters, for teaching and non-teaching staff are allotted from the pool of quarters of several institutions/ offices, the numbers, which are occupied by the staff of this Institution, will be recorded against respective categories.

**Item 12:** If hostel for students is available (either within campus or outside the campus of the university), radio button 'Yes' will be clicked and the number of hostel will be recorded in 12(ii). Exactly the same number of rows will be generated in the table, as the number entered in 12(ii). In each row, the name, type, intake capacity and number of students residing in the hostel will be recorded. Under Hostel Type, three options are given, Boys Hostel, Girls Hostel and Other. If hostel for students is not available in the Institution, radio button 'No' will be clicked in 12(i). If the hostel does not have any name then the description by which it is identified will be recorded under column 'Name of Hostel'. Other type of Hostels may include, hostel for married students, transit hostel etc.



## **Block 1B: Details of the Regional Centers attached with the Open University/ Dual Mode University**

This block is designed for recording the details of the Regional Centers attached with the Open University/ Dual Mode University. During 2010-11, in this block the Institutions affiliated/recognised by the University such as Colleges, Off-Campus Centres, PG Centres etc. were listed. As the lists of Colleges and such Institutions have been generated, these are being managed separately through College Management System, for which Instructions are given separately.

Now, there is only one item in this Block, which is applicable for Open Universities and Universities offering programmes through Distance Education Mode as well as regular mode, called Dual Mode University. Open & Dual Mode Universities offer distance education programme through its Regional Centres and/or Study Centres. Regional Centres have normally been established for the purpose of co-coordinating and supervising the work of the study Centres. Regional Centres, the sub-office of the University for all practical purposes, act as resource centres of the University in respective regions. Regional Centres are centres for training coordinators/counselors/other functionaries. Normally Dual Mode universities offer distance education programme directly through study centres which practically for all purposes act as a Regional Centre and therefore in such cases, Study Centres will be treated as Regional Centres. If in such case Study Center-wise information is not available, Directorate of Distance Education may be recorded in column meant to record Name of the Regional Centres and number of study centers may be shown in next column.

If such (Open or Dual Mode) university offers academic programmes through distance education mode, radio button 'Yes' will be clicked and the number of Regional Centres will be recorded in item (ii). Exactly the same number of rows will be generated in the table, as the number entered in item (ii). Name of the Regional Centres, number of Study Centres under each Regional Centre and name of the State and the District in which the regional centre is located will be recorded in the Table. If such university does not offer academic programmes through distance education mode, radio button 'No' will be clicked in item (i).

Separate addendum may be filled for recording student enrolment for each Regional Center. On click of mouse in the box for recording the number of regional centers, a dialogue box will appear on the screen, regarding filling the student enrollment for each regional centre in separate addendum. On Clicking OK Button, the guidelines to fill addendum will be available on the screen (if, online).

In case of Dual Mode University, information regarding the Regional Centres & Study Centres under the Directorate of Distance Education/School of Open Learning through

which distance education course is offered will be recorded here. If there is no Regional centre under the Directorate of Distance Education, but there are Study Centres, which are for all functional purposes are like regional centres, then the name of the study centre will be recorded under the column "Name of the Regional Centre" and in the next column under "No. of Study Centre", '1' will be recorded. The name of the State and the District, in which the study centre is located, will be recorded in the next two columns. For example, Annamalai University is a dual Mode university and its directorate of distance education conducts various programmes through its study Centres located throughout India. For its centre located at JAIPUR, under column 2, 3, 4 and 5, JAIPUR (47), 1, Rajasthan and JAIPUR will be recorded respectively. Study Centres can also be located in a college.

Instruction to fill the addendum for recording the student enrolment in regional centers is given in Annexure-III.

### **Block 1C: Details of Faculty/Department-wise Programmes offered by the University/ University Level Institutions**

**Item A:** If the University is constituted from colleges or is only an affiliating University, radio button 'Yes' will be clicked; otherwise radio button 'No' will be clicked. A few Universities, e.g. Chaudhary Charan Singh Haryana Agricultural University, Hisar have been constituted from colleges and all its Faculties and Departments are located in Colleges only & no program runs in University Teaching Departments. Similarly, there are a few Universities, which only affiliates colleges and conduct examinations e.g. *Rajiv Gandhi University of Health Sciences, Gujarat Technical University.*

**Item B** of this block is designed for recording the details of Faculties & Departments coming under the **ambit of main university** only. **Here faculty does not mean the teaching staff and their names should not be entered.**

Faculty & Department under the Colleges, Off-Campus Centres, PG Centres, and similar institutions etc will NOT be recorded in this block. Details for these Institutions will be collected in a separate Data Capture Format. However, in case of constituent units of University, primarily of Private and Deemed Universities, which are integral part of University and are also listed as Constituent College, without intention of filling DCF-II for such units due to difficulty in getting separate records, these may be shown as Faculty/Department and details of programmes, teacher, enrolment etc may be recorded in DCF-I itself. Similar may be the case for PG/Off-Campus Centre and Recognised Centre too. For such centres, in normal cases, DCF-II may not be possible to be filled. But in a few cases where these are independent institutions and are located in different State/District, DCF-II should be filled. Such institutions that are listed as College or Center, for which DCF-II is not filled, should be appropriately categorised through College Management System.

It may be noted that Faculty and School are synonyms and also Department and Centre are synonyms. *In some of the Universities e.g. Jawaharlal Nehru University, the basic academic unit is known as Schools of Studies and Schools are made up of a number of Centres which constitute the units operating within the broad framework of a School. In such cases School will be treated as Faculty and Centre will be treated as Department.*

**Item B1:** Name of the Faculty will be recorded in the box and its Departments will be recorded by creating as many boxes as there are number of departments by clicking on “+” sign on the left of the underneath box. Name of the second Faculty will be listed by clicking on “+” sign on the left of the box, where name of the first Faculty are recorded and its departments will be listed in the underneath box(es). Thus all the faculties and its departments existing in the Institution can be listed.

There is specific purpose behind listing faculties and departments. Block 1D will be automatically expanded according to the number of Faculties & Departments listed here, where teaching staff details for each “Faculty x Department” will be entered.

If there is neither faculty nor department in the Institution, both boxes meant to record the name of faculty and the name of department may be left blank. In that case, there is no need to record dummy names, such as name of the institution, name of the programme.

There may be the cases where university comprises of Departments only and Faculty does not exist. In such cases, Faculty name will be left blank and only name of the Departments will be recorded. In fact, either of the two boxes may be left blank, as these fields are optional. Thus only faculties or only departments may be listed leaving the other box blank.

In case of Dual Mode University, normally there is a centre for distance education established, within the university which provides education through distance education mode under various programmes. It is expected that the complete information about the staff, student and programmes will be available with the centre. Thus for Dual Mode University, one of the faculty will also be “Centre for Distance Education” or whatever be the nomenclature used in that particular university.

**Item B2:** Programmes offered through Regular Mode of Study will be recorded here. Tick mark may be made against appropriate check box(es), for the three cases Regular Programmes run directly through Faculty; Regular Programmes are run through Department and Other Regular Programmes (which are neither run through Faculty nor through Department). There may be “√” in one, two or all the three boxes, depending upon the applicability. It might happen that the Institutions are comprised of Departments only, in that case, Programmes run directly through Faculty is not

applicable. There might be Programmes directly run by the Institution (Not through its Faculty and Department), in that case Other Regular Programmes is applicable. *For example, Under Graduate and some other Programmes in BHU are directly run by the Faculty while other Programmes are run through Departments.*

Some of the programmes of Graduate level, which are spread over different Departments and the duration of programmes generally, vary from 3 to 5 years. If students enrolment is collected for such programmes from the Departments, this may lead to duplication e.g. *B.A. programme in Economics, Mathematics & Statistics is spread over 3 Departments.* To avoid duplication, information in respect of such programme can be collected from the Faculty only. Such programmes will be listed against 'Regular Programmes run directly through Faculty' and if Faculty does not exist, such programmes may be listed under Other Programmes.

**If there are large numbers of faculties and departments in the University, Addendum can be filled to record programmes and enrolment data. Instruction to fill the addendum is given in Annexure-III.**

**Item B3:** Programmes offered through Distance Mode of Study will be recorded here.

*It might be ensured that all the academic Programmes conducted by the University are recorded in the table.*

For Open University, there will be only distance mode of study and not regular mode of study, therefore programmes will be listed only in item B3. However, face to face programmes offered by Indira Gandhi National Open University will be treated as regular mode of study and will be listed in item B2.

In 1<sup>st</sup> and 2<sup>nd</sup> columns of the table meant to list the programmes in the University, names of the Faculties and Departments as applicable for each Programme will be selected from the drop-down, which will be pre-populated from the entries recorded in item 1 of this Block.

In 3<sup>rd</sup> Column, name of the level of the course offered in the institution will be selected from the drop-down. These options are

*Ph.D*

*M.Phil*

*Post Graduate*

*Under Graduate*

*PG Diploma*

*Diploma*

*Certificate*

*Integrated*

Dual-degree programme such as B.S.-M.S., B.A.-L.L.B., M.Sc.-Ph.D are to be treated to be of the level of Integrated. Post-Doctorate, D.Litt, D.Sc. and other Doctorate & above Level Programmes will be treated of the level of Ph.D for the purpose of the survey.

In 4<sup>th</sup> column, name of the Programme offered at each level as specified in 3<sup>rd</sup> column will be selected from the drop-down. The programmes are arranged alphabetically. However, the important programmes under Post Graduate and Under Graduate level are also shown at the top. Most of the 'Programmes/Course' and 'Level' for Ph.D, M.Phil, PG Diploma, Diploma and Certificate level courses are same, in such cases entries in 4<sup>th</sup> column may be same as made in the 3<sup>rd</sup> column against these levels. Single Department may run programmes in different disciplines e.g. *Botany Department of BHU runs four courses such as M.Sc. Botany, M.Sc. Applied Microbiology, M.Sc. Environmental Science & Technology and M.Sc. Environmental Science.* In the next (5<sup>th</sup>) column, the name of the discipline/subject of study will be recorded. *For example in case of M.Sc. Applied Microbiology, M.Sc. will be recorded under Programme name and Applied Microbiology will be recorded under Discipline.* In 6<sup>th</sup> & 7<sup>th</sup> columns, Broad Discipline Group Category and Broad Discipline Group Name to which this discipline belongs will be recorded. *In the said example, the Broad Discipline Group Category will be Science and Broad Discipline Group Name will be Microbiology.* Each Discipline is to be categorised in any one of the Broad Discipline Group. If the exact discipline is not available in Broad Discipline Group Name, it is to be categorised in most suited discipline name e.g. Geophysics may be categorised under Physics. The complete concordance of 'Level', "Programme', 'Broad Discipline Group Category' and 'Broad Discipline Group Name' is given at **Appendix-1** of the instruction manual. The options in the drop-down under these columns are suitably filtered.

Intake of the current academic year, which is the annual permitted strength of students, allowed for admission against the Discipline, will be recorded in 8<sup>th</sup> column. Admission Criterion for the respective programme will be recorded in 9<sup>th</sup> column. One of the options will be selected from the drop-down. The options are

- All India Level Examination
- State Level Examination
- University Level Examination
- Direct Admission

**All India Level Examination** is an all India Common Entrance Examination conducted for admission in one or more courses through which students are admitted to a group of institutions located in more than one state. For example, JEE is an all India level examination which is conducted for admission in various engineering courses for admission in Indian Institute of Technology, Indian Institute of Scientific and Educational Research, Indian School of Mines, Indian Institute of Information Technology, National Institute of Technology, etc. If the admission is restricted within a State, it will be a **State Level Examination**. **University Level Examination** is



the one, through which students are admitted in various courses in University and its associated colleges. If admission takes place only for a particular University/College/Institution, it will be treated as **Direct Admission**. If, admission in a programme takes place through one or more criteria, that criteria may be selected through which most of the students are admitted.

Course Duration prescribed for each Discipline in number of year and months will be recorded in 10<sup>th</sup> & 11<sup>th</sup> columns respectively. For example, if a course is of the duration 2.5 years then '2' will be recorded in column (10) and '6' will be recorded in 11<sup>th</sup> column. If for a programme there is no fixed duration, but the minimum duration of the programme is prescribed, the minimum duration will be recorded in 10<sup>th</sup> & 11<sup>th</sup> columns. Under the columns 'duration of the course - year and month', both the entries are mandatory. E.g. if course duration is of 3 years, 3 is to be recorded under year and 0 is to be recorded under month. In case of Ph.D, minimum prescribed duration may be recorded. Similarly in case of a Distance programme, minimum number of years in which a programme could be completed may be entered.

*This block is very important as block on students' enrolment is expanded on the basis of entries made here.*

Depending on the type of programme, one of the options from the drop-down is to be selected in 12<sup>th</sup> column. These options are General, Self Financing or Both. If the programme is running in self financing as well as general mode then 'Both' options is to be selected and in that case, students' enrolment will be separately recorded for Self Financing and General for each year of programme in Block 1E. Paid seats will also be treated as self-financing for the purpose of survey.

System of Examination for each Programme & Discipline as specified in 5<sup>th</sup> column will be recorded in 13<sup>th</sup> column. Codes for examination system are

*Annual- 1*

*Semester -2*

*Tri- Semester-3*

*Not Applicable -4*

### **Block 1D: Staff Information - Teaching & Non-Teaching Staff**

This block is designed for recording the details of Teaching and non-Teaching staff of the University. Among Non-teaching staff, details of Library and Physical Education staff will be collected separately.

Staff posted in the Departments under the Colleges, Off-Campus Centres, PG Centres, and similar Institutions affiliated with the university for which separate DCF-II is being filled will NOT be recorded in this block. Details for these Institutions will be collected in a separate Data Capture Format.

**Item 1:** This item is meant for recording the information in respect of Teaching Staff of the University.

This Block is automatically expanded according to the number of Faculties & Departments listed in Block 1C. For each Faculty x Department, teaching staff details will be entered. However, one Table with Blank Faculty and Blank Department is also generated in this Block, which has been created for the purpose of recording teaching staffs including Vice-Chancellor, Principal or Director, which are not associated with any Faculty/Department.

For each designation viz., Vice-Chancellor, Director, Pro- Vice-Chancellor, Principal, Professor & Equivalent, Associate Professor, Additional Professor, Reader, Lecturer (Selection Grade), Assistant Professor, Lecturer (Senior Scale), Lecturer, Tutor, Demonstrator, Part-Time Teacher, Ad hoc Teacher, Temporary Teacher, Contract Teacher and Visiting Teacher, selected from the options available in drop-down, number of teachers in position as on reference date will be recorded. The table will be filled only for those posts, which are applicable for the Institution. Although the list of designations as mentioned above is exhaustive, if an institution has designations with different nomenclatures, information will be recorded for its equivalent designations.

2<sup>nd</sup> Column is created to record Grade Pay wherever 6<sup>th</sup> pay commission is implemented, but presently has been deactivated, where no entry can be made.

In 3<sup>rd</sup> Column, Direct or CAS, whichever option is applicable is to be selected. Wherever, recruitments are made through both direct entry and through Career Advancement Scheme (CAS), details of teachers in position through both these selection modes will be recorded in separate rows.

Under various columns of "Number of Teachers in Position", in the first row, Total number of teachers in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of teachers and out of that number of female teachers will be recorded separately.

Second row is meant for recording the information in respect of teachers (out of total as recorded in first row) belonging to Persons with Disability (PWD) category. For each designation, number of PWD teachers in position as on reference date will be recorded. Number of PWD teachers in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of PWD teachers and out of that the number of female teachers will be recorded separately.

Third and fourth rows are meant for recording the information in respect of teachers belonging to religious minority category separately. Six religious communities, viz; Muslims, Christians, Sikhs, Jain, Buddhists and Zorastrians (Parsis) have been notified as



minority communities by the Union Government. *The National Policy on Education formulated in 1984, recognised Muslims as one of the most educationally 'backward' communities in the country.* Therefore, for Muslims, teachers in position as on reference date will be recorded separately and information for all other religious minorities will be recorded together. Number of Muslim teachers and teachers of other religious minority in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of teachers and out of that the number of female teachers will be recorded separately.

In the last two columns, total of all the four categories will automatically be recorded separately for total and female. Although all the efforts should be made to collect the information under each category separately, if it is not available, only the last two columns for total will be filled. If data in regard to religious minorities are not maintained by the Institution, all the columns will be left blank. Appropriate remarks, in such cases, may be selected under Remarks column from the options available in the drop-down.

Thus, while entering teaching staff details following situation may occur:

**Case 1:** The institute maintains category-wise (General, SC, ST, OBC) data - Entries in respective columns are to be made and no remark is to be given in Remarks column.

**Case 2:** The institute does not maintain category wise (General, SC, ST, OBC) data - Entries only in 'Total' column is to be made, and in Remarks column "Category-wise data not maintained" option will be selected.

**Case 3:** The institute maintains separate data for General, SC and ST category but OBC data is not available - In such case, entries under General, SC & ST columns are to be made, but OBC column is to be left blank and in Remarks column "OBC data not maintained" option will be selected.

**Case 4:** The Institute does not maintain separate data in respect of Minority - In such cases, all the columns will be left blank and in Remarks column "Minority data not maintained" option will be selected.

These cases are explained through examples in [Annexure-I](#).

**Here Entry means, it is not to be left blank. In case of Nil, '0' is to be entered. It should be ensured that all the Teaching Staffs of the University are counted here.**

In the last table of this item *i.e. Summary of Teaching Staff*, Sanctioned strength for each post in the Institution is to be recorded in second column. The third & fourth columns of the table are designed to show the Number of teachers in position, who are appointed through Direct Mode & CAS Mode respectively. The figures under these columns will automatically be calculated against each post from the figures entered above. For the

post of Part-time, Adhoc, Temporary, Contract and Visiting teacher, Sanctioned strength column may be left blank. Further, if post-wise Sanctioned strength is not available, entries can only be made against "All". The last column of the table is designed to record the Number of Teachers with Ph.D. Qualification for each designation. If post-wise Number of Teachers having Ph.D. Qualification is not available, entry can only be made against "All".

*It may so happen that the existing strength of the teachers at Professor and Associate Professor may be more than the respective sanctioned strength. This may be because some of Associate Professor, Assistant Professor must have attained these levels through CAREER ADVANCEMENT SCHEME (CAS), though they are working against the sanctioned strength of Assistant Professor.*

**Item 2:** This item is meant for recording the information in respect of Non-Teaching Staff, Library and Physical Education Staff of the University. Non-Teaching Staff posted in directorate of distance education/campus of open learning of dual mode university will also be included here. Information in respect of (i) Non-Teaching Staff excluding Library and Physical Education Staff but may include technical staff not engaged in teaching, (ii) Library Staff and (iii) Physical Education Staff will be recorded separately by selecting the appropriate option from the drop-down.

Non-teaching staff have been categorised into Group A, B, C and D category as prevalent in Government. Where such classification of staff is not in existence, the information may be recorded according to its equivalent categories as given below:

Messenger, Peon etc. may be categorised under Group D,

Clerical/Secretarial Staff, Drivers may be categorised under Group C,

Middle level Officials may be categorised under Group B and

Senior Level Officers may be categorised under Group A.

*In the third Column, sanctioned strength of Non -Teaching Staff belonging to the specific staff type & group will be recorded.*

Number of staff in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of staff and out of that the number of female staff will be recorded separately. In the last two columns, total of all the four categories will automatically be recorded separately for total staff and female staff. Under various columns of "Number in Position", in the first row, Total number of staff in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of staff and out of that number of female staff will be recorded separately.

Second row is meant for recording the information in respect of staff (out of total as recorded in first row) belonging to Persons with Disability (PWD) category. For each designation, number of PWD staff in position as on reference date will be recorded.

Number of PWD staff in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of PWD staff and out of that the number of female staff will be recorded separately.

Third and fourth rows are meant for recording the information in respect of staff belonging to religious minority category separately. Number of Muslim staff and staff of other religious minority in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of staff and out of that the number of female staff will be recorded separately.

In the last two columns, total of all the four categories will automatically be recorded separately for total and female. Although all the efforts should be made to collect the information under each category separately, if it is not available, only the last two columns for total will be filled. If data in regard to religious minorities are not maintained by the Institution, all the columns will be left blank. Appropriate remarks, in such cases, may be selected under Remarks column from the options available in the drop-down.

If non-teaching staff is also employed on contractual basis, such option under Staff Type may be selected to record the details.

There may be some technical staff, which are not involved in teaching, e.g. "*Accompanist*" in *Bhatkhande Music Institute University, who play various instruments*. They should be included in Group "C" of non-teaching staff, if not categorised in groups. Technical staff of Technical Institutions, Laboratory attendants etc will also be treated as non-teaching staff for the purpose of the survey and will be categorized in Group C.

### **Block 1E: Details of Number of Students studying in the university i.e. Student Enrolment**

This block is designed for recording the **Number of Students studying in the university i.e. Student Enrolment** in each Discipline.

Number of Students enrolled in the Faculty & Department of the Colleges, Off-Campus Centres, PG Centres, and similar Institutions affiliated with the University for which separate DCF II is to be filled will NOT be recorded in this block. Details for these Institutions will be collected in a separate Data Capture Format.

Students' enrolled in the Ph.D. Programme of the Research Laboratories which are attached with the University for the purpose of awarding Ph.D. degree will be counted in the Ph.D. enrolment of the University and separate Data Capture Format will not be filled up for

such Research Laboratories. For example, Institute of Genomics & Integrative Biology, a CSIR Research Laboratory, is attached with University of Pune for awarding Ph.D degree. Students enrolled in the Laboratory will be added in the Ph.D enrolment of University of Pune and no separate DCF will be filled for the Institute of Genomics & Integrative Biology.

**Student enrolment in Regular Courses:** This item is meant for recording the information in respect of students enrolled under regular mode of study in the Institution. For each of the regular programme listed in Block 1C, a table with pre-filled name of the Faculty, Department, Level, Programme, Discipline, Type and Year will be generated. **Enrolment is to be recorded for each Programme and Discipline.**

**Student enrolment in Distance Courses:** This item is meant for recording the information in respect of students enrolled under distance mode of study in the Institution. For Distance Mode, details of Students enrolled are to be collected Regional Centre-wise, the name of each Regional Centre recorded in Block 1B will be pre-filled here. Separate Addendum can be filled to record enrolment for each regional center; the instruction to fill the addendum is given in Instruction to fill the addendum for recording the student enrolment in regional centers is given in Annexure-III.

Before recording the number of students enrolled, name of the Faculty, Department, Level, Programme and Discipline will be selected from the options available in the drop-down which will be appropriately filtered after an option is selected in a column. As soon as discipline is selected, the number of rows according to the Type and Year, mentioned in Block 1C will be automatically generated. Unlike the regular courses, where rows are automatically generated for all the programmes, here options are required to be selected because, in a particular Regional Centre all the programmes might not run and in different Regional Centres different set of programmes may run.

Students registered as on Reference date in a discipline under self-financing mode and under general mode will be recorded in separate rows against General and Self-financing Type. As per the entry in Block 1C, Type of a particular programme is pre-populated as either General or Self-financing. If a type of programme is both, separate rows for General and Self-financing types are generated.

Students enrolled in each year of study of a particular programme will be recorded in separate rows; the number of rows will automatically be generated on the basis of the course duration recorded in Block 1C. E.g. *in case of Students enrolled in M.A. which is a two year programme, against year "1" number of students enrolled in the M.A. 1<sup>st</sup> year and against year "2" number of students enrolled in M.A. 2<sup>nd</sup> year (as on reference date) will be recorded.* Thus for a Discipline, against each type, for each year, student's enrolment is to be recorded. If a programme is of duration of 2 years and 6 months and is of "Both" type; for that discipline, there will be entries of student's enrolment in six rows.

<u>Type</u>	<u>Year</u>
General	1
Self-financing	1
General	2
Self-financing	2
General	3
Self-financing	3

*And for each such row, number of students enrolled of each category will be recorded in subsequent columns.*

In the 1<sup>st</sup> year the students on roll as on 30<sup>th</sup> September of the current academic year (2011-12, in case of AISHE 2011-12) is to be recorded. 2<sup>nd</sup> year enrolment is among the students who have taken admission in previous academic year (2010-11, in case of AISHE 2011-12), completed 1<sup>st</sup> year and are on Roll (in 2<sup>nd</sup> year) as on 30<sup>th</sup> September of the current academic year (2011-12). Similarly 3<sup>rd</sup> year enrolment is among the students who have taken admission 2 years back (2009-10, in case of AISHE 2011-12), completed 2<sup>nd</sup> year and are on Roll (in 3<sup>rd</sup> year) as on 30<sup>th</sup> September of the current academic year (2011-12) and so on.

Although in MBBS course, examination is not conducted every year (generally 3 examinations are conducted), students' enrolment is to be recorded for every academic year, based on the yearly admission in the course. It is explained through an example shown in **Annexure-II**.

For Distance mode of study, data on year-wise students' enrolment is maintained as number of students registered in first year and number of students re-registered in subsequent years. In addition, data on number of students on Roll is also maintained and these data has also some meaning as such students can re-register anytime within the maximum prescribed duration of the programme. Therefore, for distance mode, after recording year-wise enrolment, for each discipline of a programme, number of students on Roll will also be recorded in a separate row. *For example, in a MBA programme only 100 students took fresh admission in July, 2011 but there were some students who took admission in previous years and are still on rolls for MBA programme resulting into total enrolled students in MBA programme as on reference date to be 500. Here in the row against 'On Roll', 500 (NOT 100) will be recorded.*

Number of students enrolled for General, SC, ST and OBC categories will be recorded separately for total and girls (out of total) students in the first row against total. In the last two columns, total of all the four categories will automatically be recorded separately for total students and girls students.

Out of the total students recorded in first row, number of PWD students will be recorded for General, SC, ST and OBC categories separately for total and girls (out of total)



students in the second row. In the last two columns, total of all the four categories will be recorded separately for total PWD students and PWD girls' students.

Out of the total students recorded in first row, number of students belonging to Muslims and Other religious minority category, will be recorded separately in the third and fourth rows. Six religious communities, viz; Muslims, Christians, Sikhs, Jain, Buddhists and Zoroastrians (Parsis) have been notified as minority communities by the Union Government. The National Policy on Education formulated in 1984, recognised Muslims as one of the most educationally 'backward' communities in the country. Therefore, for Muslims, students' enrolment as on Reference date will be recorded separately and information for all other religious minorities will be recorded together. Number of Muslim students and students of other religious minorities will be recorded for General, SC, ST and OBC categories separately for total and girls (out of total) students. In the last two columns total of Muslims students and students of other religious minorities will automatically be recorded separately for total students and girls students.

If data on students' enrolment for religious minorities are not maintained by the Institution, all the columns will be left blank. In Remarks column "Minority data not maintained" option will be selected from the options available in the drop-down.

If SC, ST & OBC category-wise data is not available for any Type, total number of students enrolled will be recorded in the last two columns by leaving other columns blank and in Remarks column, "Category-wise data not maintained" option will be selected. It might happen that SC & ST category-wise data is available, but for OBC category data is not available separately, but it is included in General category, then the two columns under 'OBC' will be left blank and in Remarks column, "OBC data not maintained" option will be selected. Foreign Students studying in the Institution will also be included as General Category students.

Some of the programmes of Graduate level, which are spread over different Departments, are listed against 'Regular Programmes run directly through Faculty' to avoid duplication. E.g. *B.A. programme in Economics, Mathematics & Statistics is spread over 3 Departments, if students' enrolment is collected for such programmes from the Departments, this may lead to duplication.* Information in respect of such programme can be collected from the Faculty only. In such cases, Students enrolled in different combination of a particular programme will be added together to get the total enrolment of that particular programme. *For example, Students enrolled in B.A. (Economics, Mathematics, Statistics), B.A. (Sociology, Economics, History) etc will be added together to get the total enrolment of B.A. programme.*

**Foreign Students' enrolment:** This item is designed for recording separate information about the foreign students (those who are citizens of at least one country other than India) out of the total students enrolled in the Institution. Information on foreign students is kept separately in most of the Institutions and they are to be counted as General Category Students for the purpose of recording student enrolment in various discipline.

If foreign students are enrolled in the University either in regular education mode or in distance education mode, radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. In first column, the name of the country whose students are enrolled in the Institution will be selected from the drop-down. Such information will normally be available with the foreign students' cell of the university. Name of the Level, Programme and Discipline will be selected from the options available in the drop-down, which will be appropriately filtered after an option is selected in a column. Discipline-wise, total number of foreign students enrolled for each country and out of them, number of foreign girls' students will be recorded in the last two columns. Information for the regular and distance mode will be recorded separately. From AISHE 2013-14, we have also added Tibetan Refugees in the list of Countries to collect their number separately.

### **Block 1F: Examination Results**

This block is designed for recording the **Examination Results of the university i.e. Number of students appeared and passed in Annual & Supplementary examination** in each Discipline listed in Block 1C. Out-turn in various streams of education will be available from this block.

Although university is the body for conducting examinations and awarding degrees for all the students enrolled in its Colleges, Off-Campus Centres, PG Centres, and similar institutions affiliated with the university, information on examination results of the students enrolled in affiliated institutions of the University will be collected in a separate Data Capture Format.

Examination result will be recorded only in respect of final year examination of each programme *e.g. in case of BA programme, information only in respect of number of students who have completed the BA programme will be recorded and NOT the result of BA part I and BA part II examinations.*

There are some students who appear as private students in the examination of the university. Information pertaining to them will be recorded separately. For Distance Mode of study also details will be recorded in separate table.



The names of Level, Programme and Discipline will be pre-populated from the list of Programmes recorded in Block 1 C in case of both regular and distance modes. The number of students appeared and passed will be recorded for each Discipline. For each Discipline, total number of students appearing in the final year of the Programme and out of that total; number of girls' student will be recorded separately. For Ph.D. programmes, where there is no meaning of appeared students; in the column, entry equal to the number of students passed will be made. In the next two columns, total number of students who have passed the examination or completed the Programme will be recorded. Out of the total number of passed out students, number of girls' students passed will be recorded separately. Under the columns, "Out of total, passed with 60% or more marks", number of those students, which have passed the examination with 60% or more marks will be recorded for Total students and Girls students separately.

In case of Private/External Students' Result, names of Level, Programme and Discipline will not be pre-populated from the list of Programmes recorded in Block 1 C as in case of regular and distance modes. The name of the level of the course offered in the institution, name of the Programme offered at each level, Broad Discipline Group Category and Broad Discipline Group Name to which this discipline belongs will be selected from the drop-down. Each Discipline is to be categorised in any one of the Broad Discipline Group. The complete concordance of 'Level', "Programme', 'Broad Discipline Group Category' and 'Broad Discipline Group Name' is given at **Appendix-1** of the instruction manual. The options in the drop-down under these columns are suitably filtered. Rest of the columns to record number of students appeared and passed will be filled as in case of regular or distance mode.

### **Block 1G: Details about Finance**

This block is designed for recording the **details about Receipt and Expenditure of the university**. This information may be used to find out per student expenditure on higher education which is a very important indicator.

Receipt & Expenditure of the institutions affiliated with the university will NOT be recorded in this block. Details for these Institutions will be collected in a separate Data Capture Format.

All the items of this block are self explanatory. Receipt items have been broadly classified as Grants received by the university from various sources such as University Grants Commission, Distance Education Council, Other Central Government Departments, State Government and Local Bodies; Donations and Interests received; amount collect through Tuition Fee & Other Fees & Sale of Application form and income

from other sources. All kinds of receipt such as recurring, non-recurring, plan and non-plan receipt will be clubbed together to get the total receipt against each item.

Expenditure items have been broadly classified into Salary, Allowances & Retirement Benefits; Buildings (Construction & Maintenance); Library & Laboratory; Research Activities, Scholarships; Grants to Colleges and Other Expenses.

All the fields are mandatory, '0' is to be recorded if there is no income/expenditure in a particular head. Entries can be made upto three places of decimal and the figures are to be recorded in thousand. E.g. ₹ 51134 will be recorded as 51.134. Amount converted in absolute number in ₹ will be shown in the next column for indication.

### **Block 1H: Details about Infrastructure**

All the items in this block are self explanatory. If a particular item is available in the university, a tick mark is to be put against the box relating to that item and in the next column, number of that infrastructure available in the institution will be recorded. If the number is 9 or more than 9, '9' will be recorded. Against Laboratory entry upto 999 is allowed.

From AISHE 2013-14, some more items have been added in the list of Infrastructure. Two of these are Numbers of Books & Number of Journals (peer reviewed) subscribed. If tick mark is putted against Library, the numbers are to be recorded and the maximum number allowed to enter is 99,999,999.

### **Block 1I: Scholarships, Loans & Accreditation**

**Item 1: SCHOLARSHIPS AND FELLOWSHIPS:** Item 1 is further divided into items 1A and item 1B. Item 1A is designed to record the Scholarships data, whereas item 1B is designed to record the Fellowships data.

Item 1A: If the Institution maintains **Scholarships** data, then radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. If the Institution maintains scholarships data, then number of students receiving **Government** scholarships, will be recorded for Total, PWD out of total, Muslim Minority out of total and Other Minority out of total, in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> rows respectively for General, SC, ST and OBC categories separately for total and girls (out of total). If category-wise data or data for OBC category or data in respect of minorities are not maintained by the Institution, relevant cells will be left blank and appropriate remarks will be selected under Remarks column from the options available in the drop-down.

Item 1B: If the Institution maintains **Fellowships** data, then radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. If the Institution maintains

fellowships data, then number of students receiving fellowships, will be recorded for Total, PWD out of total, Muslim Minority out of total and Other Minority out of total, in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> rows respectively for General, SC, ST and OBC categories separately for total and girls (out of total). If category-wise data or data for OBC category or data in respect of minorities are not maintained by the Institution, relevant cells will be left blank and appropriate remarks will be selected under Remarks column from the options available in the drop-down.

**Item 2:** If the Institution maintains data in respect of **Education Loan**, then radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. If the Institution maintains the data, then number of students availing education loan, will be recorded for Total, PWD out of total, Muslim Minority out of total and Other Minority out of total, in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> rows respectively for General, SC, ST and OBC categories separately for total and girls (out of total). If category-wise data or data for OBC category or data in respect of minorities are not maintained by the Institution, relevant cells will be left blank and appropriate remarks will be selected under Remarks column from the options available in the drop-down.

**Item 3:** If the Institution is accredited by National Assessment and Accreditation Council (NAAC) or any other agency, which accredits the institution and accreditation is valid during the academic year, then radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. If yes, then names of all the accrediting agencies will be recorded. NAAC, ICAR and Others may be selected from dropdown. If the option "Others" is selected then the name of accrediting agency will be recorded in 2<sup>nd</sup> column. The Institution will have to select whether the score is provided by the particular Agency or not. If Yes is selected in the 3<sup>rd</sup> column, then the maximum score will be recorded in 4<sup>th</sup> column and the score received by the Institution in the 5<sup>th</sup> Column. Accreditation Body, which accredits the programme are not covered.

### **Block 1J: OFF- SHORE CENTRE/COLLEGE**

The Block is designed to record a few details of Off-shore Centre/College attached with the University located in Foreign Countries. If the University has Off-shore Centre/College, radio button 'Yes' will be clicked in item 1 (i) and in item 1 (ii) Number of Off-shore Centre/College will be recorded. Exactly the same number of rows will be generated in the table as the number entered in item (ii). Name of the Off-shore Centre/College, Name of the Country where it is located, Study Mode and the number of students enrolled will be recorded in the Table. If the University does not have Off-shore Centre/College, radio button 'NO' will be selected.

### **Block 1K: Remarks**

In the box provided, any comments, which are important and relevant to the information furnished in other blocks, may be recorded by the Nodal Officer designated by the University or by the officials involved in the data collection. This is to record any specific characteristics and observation related to the Institute, which should be taken into account in future or while generating reports based on the data collected under the Survey. E.g. a programme, which is not listed at present, but undertaken, needs mention in this block. The size of this Block is not fixed, but this block is meant to record in brief - only special mention.

## CHAPTER 4: INSTRUCTIONS FOR FILLING-UP DATA CAPTURE FORMAT II

This format is designed to collect the information in respect of higher education from Colleges/Institutions, affiliated/recognised by the University. Data in respect of all the Institutions listed by the University as Affiliated college, Constituent/university college, Recognised centre or PG/off-campus centre except Regional Centres/Study Centres of Open/Dual Mode Universities will be filled in this format. This constitute

- All the colleges affiliated with the University (Constituent/University College, Affiliated Colleges including Autonomous Colleges)
- All the Institutions for which degree is awarded by any University but the Institution is not affiliated with the University but has been listed as Recognised centre *e.g. National Institute of Medical & Management Studies (NIMMS), Bhubneshwar is not affiliated with any university but conducts several programmes such as B.Sc.(Hons) in Bio-Technology, M.Sc. in Bio-Technology etc for which degree is awarded by Utkal University.*
- All the PG Centres/Off-Campus Centres of the University. PG Centres are nothing but the centre of the university established by it outside the main campus (within or outside the state) operated and maintained as its constituent unit, having the university's complement of facilities, faculty and staff *e.g. Tura Campus of North Eastern Hill University, Post Graduation Centre of Karwar of Karnataka University. A B Shetty Memorial Institute of Dental Sciences, K S Hegde Medical Academy, NGSIM Institute of Pharmaceutical Sciences, NITTE Institute of Physiotherapy and NITTE Usha Institute of Nursing Sciences are the Off- Campus Centres/ Constituent Units of the NITTE University, Mangalore, Karnataka.*

**Summary description of the schedule:** Data Capture Format II consists of 9 blocks. The first two blocks, viz. Block 2A and Block 2B are to be used for recording basic structure of the College/Institution, its Faculties/Schools, Departments/Centres and the Programmes. Faculties/Schools, Departments/Centres and Programmes listed in Block 2B will form the basis/ masters for filling up of Blocks 2C and 2D.

Block 2C will be for recording the information in respect of teaching & non-teaching staff of the College/Institution. Information in respect of Library staff and Physical Education Staff of the College/ Institution is to be collected separately in this block.

Programme-wise Student enrolment in regular as well as distance education mode will be collected in Block 2D. Information in respect of Foreign Students will also be recorded in this block.

Block 2E is to be used for recording the Examination Results of the students who have passed the final year degree examination of a particular programme.

Receipt & Expenditure details will be recorded in Block 2F.

Availability of Infrastructure will be recorded in Block 2G.

Information in respect of Scholarships, Loans & Accreditation will be recorded in Block 2H.

Comments relevant to the information furnished in other blocks will be recorded in Block 2I.

In a nutshell, the schedule consists of the following blocks:

**Block 2A: Basic Information of the College/Institution, affiliated/recognised by the University**

**Block 2B: Details of Faculty/ Department-wise Programmes offered by College/ Institution**

**Block 2C: Staff Information - Teaching & Non Teaching**

**Block 2D: Student Enrolment**

**Block 2E: Examination Results**

**Block 2F: Financial Information**

**Block 2G: Infrastructure Related Information**

**Block 2H: Scholarships, Loans & Accreditation**

**Block 2I: Remarks**

*Sample DCF-II is given at Appendix-3.*

## **DETAILS OF THE DATA CAPTURE FORMAT II (DCF-II)**

**Block 2A: Basic Information of the College/Institution affiliated/recognised by the University**

This block is designed for recording basic information of the Institution as on reference date i.e. 30<sup>th</sup> September of an academic year.

**Item 1:** Name of the College/Institution is pre-filled while downloading the DCF.

**Item 2:** Here the address particulars in items (i) and/or (ii) [only first of which is mandatory], name of city in item (iii), Pin Code of the area in item (vi) name of the website in item (vii), total area in acre of the College/ Institution in item (viii) and total



constructed area in square meter in item (ix) will be recorded. Name of the State and District in items (iv) & (v) are pre-filled while downloading the DCF.

**Item 3:** In the box, year of establishment of the College/Institution i.e. when it was set up will be recorded. *For example, Kirori Mal College, a constituent college of the University of Delhi, was established in 1954; therefore in the box 1954 will be recorded.*

**Item 4:** In items A (i), (ii) & (iii), name of the Principal/Head of the Institution, contact number and e-mail id, will be recorded. In items B (i), (ii), (iii), (iv) & (v), details of the person who is nominated by the College/Institution for providing the information in this DCF will be recorded. This person will be the resource person for furnishing the information during future surveys also.

**Item 5(i):** The name of the University to which College/Institution is Affiliated/Recognised will be pre-filled in the box. If it is a PG Centre/Off-Campus Centre, the name of the main university of which it is the PG Centre/Off-Campus Centre will be pre-filled.

**Item 5(ii):** If the College is affiliated with more than one University, then the name of the Other University to which College is affiliated will be selected from the drop-down list of Universities. Otherwise it may be left blank.

Item 5(iii): The name and code of the Statutory Body through which the College/Institution is recognised will be selected from the drop-down options. Here more than one option may be selected by pressing the ctrl key on the key board. When *Others (Please Specify)*, option is selected, the adjacent box will be activated and its detail is to be specified there. The options are

- University Grants Commission – 1*
- Indian Nursing Council – 2*
- National Council for Teacher Education – 3*
- Rehabilitation Council of India – 4*
- Medical Council of India – 5*
- All India Council for Technical Education – 6*
- Dental Council of India – 7*
- Council of Architecture – 8*
- Pharmacy Council of India – 9*
- Bar Council of India – 10*
- Central Council of Indian Medicine – 11*
- Central Council of Homeopathy – 12*
- National Council for Hotel Management & Catering Technology - 13*
- Indian Council of Agricultural Research - 14*
- Others (Please Specify) - 19*

**Item 6:** The year of affiliation of the College/Institution to the University to which is affiliated or recognised will be recorded in the box. In case of PG Centre/ Off-Campus Centre, year of establishment as recorded against item 3 will be recorded here.

**Item 7:** Depending on the area, where the Administrative Unit of the College/ Institution is located, appropriate Radio Button against *Rural or Urban*, will be clicked.

**Item 8:** Here Geographical referencing in degree (up to 8 places of decimal) for both Latitude and Longitude are to be recorded. The applicable range for Latitude is 6 to 38 degrees and for Longitude is 68 to 98 degrees.

**Item 9:** The type of the College/Institution will be pre-filled based on the University, with which the college is academically associated, has categorised it. The applicable types are as follows:

*Affiliated College*  
*Constituent College*  
*Recognised Centre*  
*PG Centre and Off Campus Centre*

**Item 10:** If the College has been given autonomous status by UGC, radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked.

**Item 11:** One of the management types of the College/Institution will be selected from the drop-down options. The options are

*Central Government - 1*  
*State Government - 2*  
*Local Body - 3*  
*University - 4*  
*Private Aided - 5*  
*Private Un-Aided - 6*

**Item 12:** If the College/Institution is exclusively meant for one particular specialised field i.e. the institute concentrates on developing experts in a particular skill or area, radio button 'Yes' will be clicked in 12(i) and the field of the particular specialisation will be selected from the drop-down menu in 12(ii), otherwise radio button 'No' will be clicked in 12(i), in that case 12(ii) will be not be activated. The options for 12(ii) are

*Agriculture*  
*Architecture*  
*Arts*  
*Commerce*  
*Computer Application*  
*Education/Teacher Education*  
*Engineering & Technology*

*Fine Arts*  
*Fisheries*  
*Hotel & Tourism Management*  
*Journalism & Mass Communication*  
*Law*  
*Management*  
*Medical-Allopathy*  
*Medical-Ayurveda*  
*Medical-Dental*  
*Medical-Homeopathy*  
*Medical-Others*  
*Nursing*  
*Oriental Learning*  
*Para Medical*  
*Pharmacy*  
*Physiotherapy*  
*Sanskrit*  
*Science*  
*Sports/Yoga/Physical Education*  
*Veterinary & Animal Sciences*  
*Others (Please Specify)*

When *Others (Please Specify)*, option is selected, the adjacent box will be activated and its detail is to be specified there.

If the College/Institution is running only diploma level course(s), radio button 'Yes' will be clicked in 12(iii) and the type of the course will be selected from the drop-down menu in 12(iv), otherwise radio button 'No' will be clicked in 12(iii), in that case 12(iv) will be not be activated. The options for 12(iv) are

*Technical/Polytechnic*  
*Nursing*  
*Teacher Training*

**Item 13:** If the College/Institution is imparting education in the evening only, radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked.

**Item 14:** If the College/Institution is providing admission to girls' students only, radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked.

**Item 15:** If residential accommodation for teaching and/or non-teaching staff is available (either within campus or outside the campus of the institute), radio button 'Yes' will be clicked and their number will be recorded in 15(ii) separately for teaching and non-teaching staff, otherwise radio button 'No' will be clicked in 15(i), in that case 15(ii) will be not be activated. If residential accommodation for a particular category is not available, '0' will be recorded against that category in 15(ii). Against 'Total' sum of the numbers of accommodation for both categories will automatically be recorded. If

quarters for teaching and non-teaching staff are not separately available, only number against total may be recorded. Further, if the quarters, for teaching and non-teaching staff are allotted from the pool of quarters of several institutions/ offices, the numbers, which are occupied by the staff of this Institute, will be recorded against respective categories.

**Item 16:** If hostel for students is available (either within campus or outside the campus of the College/Institution), radio button 'Yes' will be clicked and the number of hostel will be recorded in 16(ii). Exactly the same number of rows will be generated in the table, as the number entered in 16(ii). In each row, the name, type, intake capacity and number of students residing in the hostel will be recorded. Under Hostel Type, three options are given, Boys Hostel, Girls Hostel and Other. If hostel for students is not available in the Institution, radio button 'No' will be clicked in 16(i). If the hostel does not have any name then the description by which it is identified will be recorded under column 'Name of Hostel'. Other type of Hostels may include, hostel for married students, transit hostel etc.

## **Block 2B: Details of Faculty/Department-wise Programmes offered by the College/Institution**

This block is designed for recording the names of Departments of the College/Institution. Generally there is no concept of Faculty in the College/ Institution and only Departments exist *e.g. in Miranda House affiliated to University of Delhi, only Departments exist* and courses are offered in Departments. The box against faculty is deactivated and no entry can be made here.

It may be noted that Department and Centre are synonyms.

**Item 1:** Name of the Departments will be recorded by creating as many boxes as there are number of departments by clicking on "+" sign on the left of the box. All the departments existing in the Institution will be listed.

There is specific purpose behind listing the departments. Block 2C will be automatically expanded according to the number of Departments listed here, where teaching staff details for each Department will be entered.

If there is no department in the Institution, the box meant to record the name of department may be left blank. In that case, there is no need to record dummy names, such as name of the institution, name of the programme.

**Item 2:** All the academic Programmes conducted by the College/Institution will be recorded in the table. 1<sup>st</sup> and 2<sup>nd</sup> columns of the table are disabled. In 3<sup>rd</sup> Column, name of the level of the course offered in the institution will be selected from the drop-down.

These options are

*Ph.D*

*M.Phil*

*Post Graduate*

*Under Graduate*

*PG Diploma*

*Diploma*

*Certificate*

*Integrated*

Dual-degree programme such as B.S.-M.S., B.A.-L.L.B., M.Sc.-Ph.D are to be treated to be of the level of Integrated. Post-Doctorate, D.Litt, D.Sc. and other Doctorate & above Level Programmes will be treated of the level of Ph.D for the purpose of the survey.

In 4<sup>th</sup> column, name of the Programme offered at each level as specified in 3<sup>rd</sup> column will be selected from the drop-down. The programmes are arranged alphabetically. However, the important programmes under Post Graduate and Under Graduate level are also shown at the top. Most of the 'Programmes/Course' and 'Level' for Ph.D, M.Phil, PG Diploma, Diploma and Certificate level courses are same, in such cases entries in 4<sup>th</sup> column may be same as made in the 3<sup>rd</sup> column against these levels. In the next (5<sup>th</sup>) column, the name of the discipline/subject of study will be recorded. *For example in case of M.Sc. Botany, M.Sc. will be recorded under Programme name and Botany will be recorded under Discipline name.* In 6<sup>th</sup> & 7<sup>th</sup> columns, Broad Discipline Group Category and Broad Discipline Group Name to which this discipline belongs will be recorded. *In the said example, the Broad Discipline Group Category will be Science and Broad Discipline Group Name will be Botany.* Each Discipline is to be categorised in any one of the Broad Discipline Group. If the exact discipline is not available in Broad Discipline Group Name, it is to be categorised in most suited discipline name e.g. Geophysics may be categorised under Physics. The complete concordance of 'Level', "Programme', 'Broad Discipline Group Category' and 'Broad Discipline Group Name' is given at **Appendix-1** of the instruction manual. The options in the drop-down under these columns are suitably filtered.

Intake of the current academic year, which is the annual permitted strength of students, allowed for admission against the Discipline, will be recorded in 8<sup>th</sup> column. Admission Criterion for the respective programme will be recorded in 9<sup>th</sup> column. One of the options will be selected from the drop-down. The options are

All India Level Examination

State Level Examination  
University Level Examination  
Direct Admission

**All India Level Examination** is an all India Common Entrance Examination conducted for admission in one or more courses through which students are admitted to a group of institutions located in more than one state. For example, JEE is an all India level examination which is conducted for admission in various engineering courses for admission in Indian Institute of Technology, Indian Institute of Scientific and Educational Research, Indian School of Mines, Indian Institute of Information Technology, National Institute of Technology, etc. If the admission is restricted within a State, it will be a **State Level Examination**. **University Level Examination** is the one, through which students are admitted in various courses in University and its associated colleges. If admission takes place only for a particular University/College/Institution, it will be treated as **Direct Admission**. If, admission in a programme takes place through one or more criteria, that criteria may be selected through which most of the students are admitted.

Course Duration prescribed for each Discipline in number of year and months will be recorded in 10<sup>th</sup> & 11<sup>th</sup> columns respectively. For example, if a course is of the duration 2.5 years then '2' will be recorded in column (10) and '6' will be recorded in 11<sup>th</sup> column. If for a programme there is no fixed duration, but the minimum duration of the programme is prescribed, the minimum duration will be recorded in 10<sup>th</sup> & 11<sup>th</sup> columns. Under the columns 'duration of the course – year and month', both the entries are mandatory. E.g. if course duration is of 3 years, 3 is to be recorded under year and 0 is to be recorded under month. In case of Ph.D, minimum prescribed duration may be recorded.

*This block is very important as block on students' enrolment is expanded on the basis of entries made here.*

Depending on the type of programme, one of the options from the drop-down is to be selected in 12<sup>th</sup> column. These options are General, Self Financing or Both. If the programme is running in self financing as well as general mode then 'Both' options is to be selected and in that case, students' enrolment will be separately recorded for Self Financing and General for each year of programme in Block 2D. Paid seats will also be treated as self-financing for the purpose of survey.

System of Examination for each Programme & Discipline as specified in 5<sup>th</sup> column will be recorded in 13<sup>th</sup> column. Codes for examination system are

Annual- 1  
Semester -2  
Tri- Semester-3  
Not Applicable -4

In 14<sup>th</sup> and 15<sup>th</sup> Columns, the name of the Statutory Body and/or the name of the University through which the programme is approved will be recorded. For example,



*Special B.Ed. Programme of National Institute of Medical & Management Studies (NIMMS), Bhubneshwar is approved by Rehabilitation Council of India whereas B.Sc.(Hons) & M.Sc. in Bio-Technology programmes are recognized by Utkal University.*

### **Block 2C: Staff Information – Teaching & Non-Teaching Staff**

This block is designed for recording the details of Teaching and non-Teaching staff of the College/Institution. Among Non-teaching staff, details of Library and Physical Education staff will be collected separately.

**Item 1:** This item is meant for recording the information in respect of Teaching Staff of the College/Institution.

This Block is automatically expanded according to the number of Departments listed in Block 2B. For each Department, teaching staff details will be entered. However, one Table with Blank Faculty and Blank Department is also generated in this Block, which has been created for the purpose of recording teaching staffs including Principal, which are not associated with any Department.

For each designation viz., Director, Principal, Professor & Equivalent, Associate Professor, Additional Professor, Reader, Lecturer (Selection Grade), Assistant Professor, Lecturer (Senior Scale), Lecturer, Tutor, Demonstrator, Part-Time Teacher, Ad hoc Teacher, Temporary Teacher, Contract Teacher and Visiting Teacher, selected from the options available in drop-down, number of teachers in position as on reference date will be recorded. The table will be filled only for those posts, which are applicable for the Institution. Although the list of designations as mentioned above is exhaustive, if an institution has designations with different nomenclatures, information will be recorded for its equivalent designations.

2<sup>nd</sup> Column is created to record Grade Pay wherever 6<sup>th</sup> pay commission is implemented, but presently has been deactivated, where no entry can be made.

In 3<sup>rd</sup> Column, Direct or CAS, whichever option is applicable is to be selected. Wherever, recruitments are made through both direct entry and through Career Advancement Scheme (CAS), details of teachers in position through both these selection modes will be recorded in separate rows.

Under various columns of “Number of Teachers in Position”, in the first row, Total number of teachers in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of teachers and out of that number of female teachers will be recorded separately.

Second row is meant for recording the information in respect of teachers (out of total as recorded in first row) belonging to Persons with Disability (PWD) category. For each

designation, number of PWD teachers in position as on reference date will be recorded. Number of PWD teachers in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of PWD teachers and out of that the number of female teachers will be recorded separately.

Third and fourth rows are meant for recording the information in respect of teachers belonging to religious minority category separately. Six religious communities, viz; Muslims, Christians, Sikhs, Jain, Buddhists and Zorastrians (Parsis) have been notified as minority communities by the Union Government. *The National Policy on Education formulated in 1984, recognised Muslims as one of the most educationally 'backward' communities in the country.* Therefore, for Muslims, teachers in position as on reference date will be recorded separately and information for all other religious minorities will be recorded together. Number of Muslim teachers and teachers of other religious minority in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of teachers and out of that the number of female teachers will be recorded separately. In the last two columns, total of all the four categories will automatically be recorded separately for total and female. Although all the efforts should be made to collect the information under each category separately, if it is not available, only the last two columns for total will be filled. If data in regard to religious minorities are not maintained by the Institution, all the columns will be left blank. Appropriate remarks, in such cases, may be selected under Remarks column from the options available in the drop-down.

Thus, while entering teaching staff details following situation may occur:

**Case 1:** The institute maintains category-wise (General, SC, ST, OBC) data - Entries in respective columns are to be made and no remark is to be selected in Remarks column.

**Case 2:** The institute does not maintain category wise (General, SC, ST, OBC) data - Entries only in 'Total' column is to be made, and in Remarks column "Category-wise data not maintained" option will be selected.

**Case 3:** The institute maintains separate data for General, SC and ST category but OBC data is not available - In such case, entries under General, SC & ST columns are to be made, but OBC column is to be left blank and in Remarks column "OBC data not maintained" option will be selected.

**Case 4:** The Institute does not maintain separate data in respect of Minority - In such cases, all the columns will be left blank and in Remarks column "Minority data not maintained" option will be selected.

These cases are explained through examples in [Annexure-I](#).

**Here Entry means, it is not to be left blank. In case of Nil, '0' is to be entered. It should be ensured that all the Teaching Staffs of the College/Institution are counted here.**

In the last table of this item *i.e. Summary of Teaching Staff*, Sanctioned strength for each post in the Institution is to be recorded in second column. The third & fourth columns of the table are designed to show the Number of teachers in position, who are appointed through Direct Mode & CAS Mode respectively. The figures under these columns will automatically be calculated against each post from the figures entered above. For the post of Part-time, Adhoc, Temporary, Contract and Visiting teacher, Sanctioned strength column may be left blank. Further, if post-wise Sanctioned strength is not available, entries can only be made against "All". The last column of the table is designed to record the Number of Teachers with Ph.D. Qualification for each designation. If post-wise Number of Teachers having Ph.D. Qualification is not available, entry can only be made against "All".

*It may so happen that the existing strength of the teachers at Professor and Associate Professor may be more than the respective sanctioned strength. This may be because some of Associate Professor, Assistant Professor must have attained these levels through CAREER ADVANCEMENT SCHEME (CAS), though they are working against the sanctioned strength of Assistant Professor.*

**Item 2:** This item is meant for recording the information in respect of Non-Teaching Staff, Library and Physical Education Staff of the College/Institution. Information in respect of (i) Non-Teaching Staff excluding Library and Physical Education Staff but may include technical staff not engaged in teaching, (ii) Library Staff and (iii) Physical Education Staff will be recorded separately by selecting the appropriate option from the drop-down.

Non-teaching staff have been categorised into Group A, B, C and D category as prevalent in Government. Where such classification of staff is not in existence, the information may be recorded according to its equivalent categories as given below:

- Messenger, Peon etc. may be categorised under Group D,
- Clerical/Secretarial Staff, Drivers may be categorised under Group C,
- Middle level Officials may be categorised under Group B and
- Senior Level Officers may be categorised under Group A.

*In the third Column, sanctioned strength of Non -Teaching Staff belonging to the specific staff type & group will be recorded.*

Number of staff in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of staff and out of that the number of female staff will be recorded separately. In the last two columns, total of all the four categories will automatically be recorded separately for total staff and female staff. Under various columns of "Number in Position", in the first row, Total number of staff in position will

be recorded for General, SC, ST and OBC categories separately. For each category, total number of staff and out of that number of female staff will be recorded separately.

Second row is meant for recording the information in respect of staff (out of total as recorded in first row) belonging to Persons with Disability (PWD) category. For each designation, number of PWD staff in position as on reference date will be recorded. Number of PWD staff in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of PWD staff and out of that the number of female staff will be recorded separately.

Third and fourth rows are meant for recording the information in respect of staff belonging to religious minority category separately. Number of Muslim staff and staff of other religious minority in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of staff and out of that the number of female staff will be recorded separately.

In the last two columns, total of all the four categories will automatically be recorded separately for total and female. Although all the efforts should be made to collect the information under each category separately, if it is not available, only the last two columns for total will be filled. If data in regard to religious minorities are not maintained by the Institution, all the columns will be left blank. Appropriate remarks, in such cases, may be selected under Remarks column from the options available in the drop-down.

If non-teaching staff is also employed on contractual basis, such option under Staff Type may be selected to record the details.

### **Block 2D: Details of Number of Students studying in the College/Institution i.e. Student Enrolment**

This block is designed for recording the **Number of Students studying in the College/Institution i.e. Student Enrolment** in each Discipline.

**Student enrolment in Regular Courses:** This item is meant for recording the information in respect of students enrolled under regular mode of study in the Institution. For each of the regular programme listed in Block 2B, a table with pre-filled name of the Level, Programme, Discipline, Type and Year will be generated. **Enrolment is to be recorded for each Programme and Discipline.**

Students registered as on Reference date in a discipline under self-financing mode and under general mode will be recorded in separate rows against General and Self-financing Type. As per the entry in Block 2B, Type of a particular programme is pre-

populated as either General or Self-financing. If a type of programme is both, separate rows for General and Self-financing types are generated.

Students enrolled in each year of study of a particular programme will be recorded in separate rows; the number of rows will automatically be generated on the basis of the course duration recorded in Block 2B. E.g. *in case of Students enrolled in B.A. which is a three year programme, against year "1" number of students enrolled in the B.A. 1<sup>st</sup> year, against year "2" number of students enrolled in B.A. 2<sup>nd</sup> year and against year "3" number of students enrolled in B.A. 3<sup>rd</sup> year (as on reference date) will be recorded.* Thus for a Discipline, against each type, for each year student's enrolment is to be recorded. If a programme is of duration of 3 years and is offered through self-financing mode only, for that discipline there will be entries of student's enrolment in three rows.

<u>Type</u>	<u>Year</u>
Self-financing	1
Self-financing	2
Self-financing	3

*And for each such row, number of students enrolled of each category will be recorded in subsequent columns.*

In the 1<sup>st</sup> year the students on roll as on 30<sup>th</sup> September of the current academic year (2011-12, in case of AISHE 2011-12) is to be recorded. 2<sup>nd</sup> year enrolment is among the students who have taken admission in previous academic year (2010-11, in case of AISHE 2011-12), completed 1<sup>st</sup> year and are on Roll (in 2<sup>nd</sup> year) as on 30<sup>th</sup> September of the current academic year (2011-12). Similarly 3<sup>rd</sup> year enrolment is among the students who have taken admission 2 years back (2009-10, in case of AISHE 2011-12), completed 2<sup>nd</sup> year and are on Roll (in 3<sup>rd</sup> year) as on 30<sup>th</sup> September of the current academic year (2011-12) and so on.

Although in MBBS course, examination is not conducted every year (generally 3 examinations are conducted), students' enrolment is to be recorded for every academic year, based on the yearly admission in the course. It is explained through an example shown in **Annexure-II**.

Number of students enrolled for General, SC, ST and OBC categories will be recorded separately for total and girls (out of total) students in the first row against total. In the last two columns, total of all the four categories will automatically be recorded separately for total students and girls students.

Out of the total students recorded in first row, number of PWD students will be recorded for General, SC, ST and OBC categories separately for total and girls (out of total) students in the second row. In the last two columns, total of all the four categories will be recorded separately for total PWD students and PWD girls' students.



Out of the total students recorded in first row, number of students belonging to Muslims and Other religious minority category, will be recorded separately in the third and fourth rows. Six religious communities, viz; Muslims, Christians, Sikhs, Jain, Buddhists and Zoroastrians (Parsis) have been notified as minority communities by the Union Government. The National Policy on Education formulated in 1984, recognised Muslims as one of the most educationally 'backward' communities in the country. Therefore, for Muslims, students' enrolment as on Reference date will be recorded separately and information for all other religious minorities will be recorded together. Number of Muslim students and students of other religious minorities will be recorded for General, SC, ST and OBC categories separately for total and girls (out of total) students. In the last two columns total of Muslims students and students of other religious minorities will automatically be recorded separately for total students and girls students.

If data on students' enrolment for religious minorities are not maintained by the Institution, all the columns will be left blank. In Remarks column "Minority data not maintained" option will be selected from the options available in the drop-down.

If SC, ST & OBC category-wise data is not available for any Type, total number of students enrolled will be recorded in the last two columns by leaving other columns blank and in Remarks column, "Category-wise data not maintained" option will be selected. It might happen that SC & ST category-wise data is available, but for OBC category data is not available separately, but it is included in General category, then the two columns under 'OBC' will be left blank and in Remarks column, "OBC data not maintained" option will be selected. Foreign Students studying in the Institution will also be included as General Category students.

Some of the programmes of Graduate level, which are spread over different Departments, Students enrolled in different combination of a particular programme will be added together to get the total enrolment of that particular programme. *For example, Students enrolled in B.A. (Economics, Mathematics, Statistics), B.A. (Sociology, Economics, History) etc will be added together to get the total enrolment of B.A. programme.*

**Foreign Students' enrolment:** This item is designed for recording separate information about the foreign students (those who are citizens of at least one country other than India) out of the total students enrolled in the Institution. Information on foreign students is kept separately in most of the Institutions and they are to be counted as General Category Students for the purpose of recording student enrolment in various discipline.



If foreign students are enrolled in the Institution, radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. In first column, the name of the country whose students are enrolled in the Institution will be selected from the drop-down. Name of the Level, Programme and Discipline will be selected from the options available in the drop-down, which will be appropriately filtered after an option is selected in a column. Discipline-wise, total number of foreign students enrolled for each country and out of them, number of foreign girls' students will be recorded in the last two columns. From AISHE 2013-14, we have also added Tibetan Refugees in the list of Countries to collect their number separately.

## **Block 2E: Examination Results**

This block is designed for recording the **Examination Results of the College/Institution i.e. Number of students appeared and passed in Annual & Supplementary examination** in each Discipline listed in Block 2B. Out-turn in various streams of education will be available from this block.

Although university is the body for conducting examinations and awarding degrees for all the students enrolled in its Colleges, Off-Campus Centres, PG Centres, and similar institutions affiliated with the university, information on examination results of the students enrolled in such institutions will be reported by these Institutions in a this Data Capture Format.

Examination result will be recorded only in respect of final year examination of each programme *e.g. in case of BA programme, information only in respect of number of students who have completed the BA programme will be recorded and NOT the result of BA part I and BA part II examinations.*

The names of Level, Programme and Discipline will be pre-populated from the list of Programmes recorded in Block 2B. The number of students appeared and passed will be recorded for each Discipline. For each Discipline, total number of students appearing in the final year of the Programme and out of that total; number of girls' student will be recorded separately. For Ph.D programmes, where there is no meaning of appeared students; in the column entry equal to the number of students passed will be made. In the next two columns, total number of students who have passed the examination or completed the Programme will be recorded. Out of the total number of passed out students, number of girls' students passed will be recorded separately. Under the columns, "Out of total, passed with 60% or more marks", number of those students, which have passed the examination with 60% or more marks will be recorded for Total students and Girls students separately.

## **Block 2F: Details about Finance**

This block is designed for recording the **details about Receipt and Expenditure of the College/Institution**. This information may be used to find out per student expenditure on higher education which is a very important indicator.

All the items of this block are self explanatory. Receipt items have been broadly classified as Grants received by the College/Institution from various sources such as University Grants Commission, Distance Education Council, Other Central Government Departments, State Government, University and Local Bodies; Donations and Interests received; amount collect through Tuition Fee & Other Fees & Sale of Application form and income from other sources. All kinds of receipt such as recurring, non-recurring, plan and non-plan receipt will be clubbed together to get the total receipt against each item.

Expenditure items have been broadly classified into Salary, Allowances & Retirement Benefits; Buildings (Construction & Maintenance); Library & Laboratory; Research Activities, Scholarships; Grants to Colleges and Other Expenses.

All the fields are mandatory, '0' is to be recorded if there is no income/expenditure in a particular head. The figures are to be recorded in absolute number in ₹. In the adjacent column the amount converted in thousand ₹ upto three places of decimal will be shown for indication.

## **Block 2G: Details about Infrastructure**

All the items in this block are self explanatory. If a particular item is available in the College/Institution, a tick mark is to be put against the box relating to that item and in the next column, number of that infrastructure available in the institution will be recorded. If the number is 9 or more than 9, '9' will be recorded. Against Laboratory entry upto 999 is allowed.

From AISHE 2013-14, some more items have been added in the list of Infrastructure. Two of these are Numbers of Books & Number of Journals (peer reviewed) subscribed. If tick mark is putted against Library, the numbers are to be recorded and the maximum number allowed to enter is 99,999,999.

## **Block 2H: Scholarships, Loans & Accreditation**

**Item 1: SCHOLARSHIPS AND FELLOWSHIPS:** Item 1 is further divided into items 1A and item 1B. Item 1A is designed to record the Scholarships data, whereas item 1B is designed to record the Fellowships data.

Item 1A: If the Institution maintains **Scholarships** data, then radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. If the Institution maintains scholarships data, then number of students receiving **Government** scholarships, will be recorded for Total, PWD out of total, Muslim Minority out of total and Other Minority out of total, in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> rows respectively for General, SC, ST and OBC categories separately for total and girls (out of total). If category-wise data or data for OBC category or data in respect of minorities are not maintained by the Institution, relevant cells will be left blank and appropriate remarks will be selected under Remarks column from the options available in the drop-down.

Item 1B: If the Institution maintains **Fellowships** data, then radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. If the Institution maintains fellowships data, then number of students receiving fellowships, will be recorded for Total, PWD out of total, Muslim Minority out of total and Other Minority out of total, in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> rows respectively for General, SC, ST and OBC categories separately for total and girls (out of total). If category-wise data or data for OBC category or data in respect of minorities are not maintained by the Institution, relevant cells will be left blank and appropriate remarks will be selected under Remarks column from the options available in the drop-down.

**Item 2:** If the Institution maintains data in respect of **Education Loan**, then radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. If the Institution maintains the data, then number of students availing education loan, will be recorded for Total, PWD out of total, Muslim Minority out of total and Other Minority out of total, in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> rows respectively for General, SC, ST and OBC categories separately for total and girls (out of total). If category-wise data or data for OBC category or data in respect of minorities are not maintained by the Institution, relevant cells will be left blank and appropriate remarks will be selected under Remarks column from the options available in the drop-down.

**Item 3:** If the Institution is accredited by National Assessment and Accreditation Council (NAAC) or any other agency, which accredits the institution and accreditation is valid during the academic year, then radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. If yes, then names of all the accrediting agencies will be recorded. NAAC, ICAR and Others may be selected from dropdown. If the option "Others" is selected then the name of accrediting agency will be recorded in 2<sup>nd</sup> column. The Institution will have to select whether the score is provided by the particular Agency or not. If Yes is selected in the 3<sup>rd</sup> column, then the maximum score will be recorded in 4<sup>th</sup> column and the score received by the Institution in the 5<sup>th</sup> Column. Accreditation Body, which accredits the programme are not covered.

**Block 2I: Remarks**

In the box provided, any comments, which are important and relevant to the information furnished in other blocks, may be recorded by the Nodal Officer designated by the College/Institution or by the officials involved in the data collection. This is to record any specific characteristics and observation related to the Institute, which should be taken into account in future or while generating reports based on the data collected under the Survey. E.g. a programme, which is not listed at present, but undertaken, needs mention in this block. The size of this Block is not fixed, but this block is meant to record in brief - only special mention.

## CHAPTER 5: INSTRUCTIONS FOR FILLING-UP

### DATA CAPTURE FORMAT III

This schedule is designed to collect the information in respect of higher education from **Stand-alone institutions** i.e. the institutions which are generally Diploma Level Institutes and are not affiliated to any University. However, their courses are recognised/approved by Government or some Statutory Bodies such as Indian Nursing Council (INC), National Council of Teacher Education (NCTE), All India Council for Technical Education (AICTE). **Stand-alone institutions** constitute

- Indian Institute of Management (IIM)
- Institutes approved by different ministries such as Indian Institute of Packaging, Mumbai under Ministry of Commerce & Industry
- Management Institutes other than IIM which are recognised by AICTE *e.g. Institute of Management Technology, Gaziabad*
- Polytechnic & other Diploma level Technical Institutions, which are recognised by AICTE and administered by State Directorate of Technical Education
- Diploma level Nursing Institutes, which are recognised by INC and administered by State Nursing Council/Board
- Diploma level Teacher Training Institutes such as District Institute of Educational Training (DIET), which are recognized by NCTE and administered by State Council of Educational Research & Training (SCERT)

Stand-alone institutions have been categorised into 5 types. These are, (i) Technical such as Polytechnics & (ii) Post Graduate Diploma in Management recognised by AICTE (iii) Teacher Training such as District Institute of Education & Training recognized by National Council for Teacher Education (iv) Nursing Institutes recognized by Indian Nursing Council and (v) Institutes directly under the control of various Central Ministries.

**Summary description of the schedule:** Data Capture Format III consists of 9 blocks. The first two blocks, viz. Block 3A and Block 3B are to be used for recording basic structure of the Institution, its Faculties & Departments and the Programmes being conducted in each Department. Faculties, Departments and Programmes listed in Block 3B will form the basis/ masters for filling up of Blocks 3C and 3D.

Block 3C will be for recording the information in respect of teaching & non-teaching staff of the Institution. Information in respect of Library staff and Physical Education Staff of the Institution will be collected separately in this block.

Faculty/Department & Programme-wise Student enrolment will be collected in Block 3D. Information in respect of Foreign Students will also be recorded in this block.

Block 3E is to be used for recording the examination results of the students who have passed the final year degree examination of a particular Programme.

Receipt & Expenditure details of the Institution will be recorded in Block 3F.

Availability of Infrastructure will be recorded in Block 3G.

Information in respect of Scholarships, Loans & Accreditation will be recorded in Block 3H.

Comments relevant to the information furnished in other blocks will be recorded in Block 3I.

In a nutshell, the schedule consists of the following blocks:

**Block 3A: Basic Information of the Institution**

**Block 3B: Details of Courses offered by the Institution**

**Block 3C: Staff Information - Teaching & Non Teaching**

**Block 3D: Student Enrolment**

**Block 3E: Examination Results**

**Block 3F: Financial Information**

**Block 3G: Infrastructure Related Information**

**Block 3H: Scholarships, Loans & Accreditation**

**Block 3I: Remarks**

*Sample DCF-III is given at Appendix-4.*

## **DETAILS OF THE DATA CAPTURE FORMAT III (DCF-III)**

### **Block 3A: Basic Information of the Stand-alone Institution**

This block is designed for recording basic information of the Institution as on reference date i.e. 30<sup>th</sup> September of an academic year.

**Item 1:** Name of the Stand-alone Institution is pre-filled while downloading the DCF.

**Item 2:** Here the address particulars in items (i) and/or (ii) [only first of which is mandatory], name of city in item (iii), Pin Code of the area in item (vi), name of district



in item (v) [it is to be selected from drop-down], name of the website in item (vii), total area in acre of the Stand-alone Institution in item (viii) and total constructed area in square meter in item (ix) will be recorded. Name of the State in item (iv) is pre-filled while downloading the DCF.

**Item 3:** In the box, year of establishment of the Stand-alone Institution i.e. when it was set up will be recorded. *For example, Indian Institute of Management, Ahmedabad was established in 1961 as an autonomous body with the active collaboration of the Government of India, Government of Gujarat and the industrial sectors; therefore in the box, 1961 will be recorded.*

**Item 4:** In items A (i), (ii) & (iii), name of the Head of the Institution, contact number and e-mail id, will be recorded. In items B (i), (ii), (iii), (iv) & (v), details of the person who is nominated by the Stand-alone Institution for providing the information in this DCF will be recorded. This person will be the resource person for furnishing the information during future surveys also.

**Item 5:** The year in which the Institution was recognised to the Statutory Body will be recorded in the box.

**Item 6:** Depending on the area, where the Administrative Unit of the Institution is located, appropriate Radio Button against *Rural or Urban*, will be clicked.

**Item 7:** Here Geographical referencing in degree (up to 8 places of decimal) for both Latitude and Longitude are to be recorded. The applicable range for Latitude is 6 to 38 degrees and for Longitude is 68 to 98 degrees.

**Item 8:** If the Degree is awarded through any University, radio button 'Yes' will be clicked in 8(i) and the name of the University through which Degree is awarded, will be selected from the drop-down menu in 8(ii), otherwise radio button 'No' will be clicked in 8(i), in that case 8(ii) will be not be activated.

**Item 9:** One of the management types of the Institution will be selected from the drop-down options. The options are

*Central Government - 1*

*State Government - 2*

*Local Body - 3*

*University - 4*

*Private Aided - 5*

*Private Un-Aided - 6*

*If the Institute is regulated/ administered by the Central Ministry, then the Name of the Ministry is to be given in item Number 9(a).*

**Item 10:** If the Institution is providing admission to girls' students only, radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked.

**Item 11:** If residential accommodation for teaching and/or non-teaching staff is available (either within campus or outside the campus of the Institution), radio button 'Yes' will be clicked and their number will be recorded in 11(ii) separately for teaching and non-teaching staff, otherwise radio button 'No' will be clicked in 11(i), in that case 11(ii) will be not be activated. If residential accommodation for a particular category is not available, '0' will be recorded against that category in 11(ii). Against 'Total' sum of the numbers of accommodation for both categories will automatically be recorded. If quarters for teaching and non-teaching staff are not separately available, only number against total may be recorded. Further, if the quarters, for teaching and non-teaching staff are allotted from the pool of quarters of several institutions/ offices, the numbers, which are occupied by the staff of this Institution, will be recorded against respective categories.

**Item 12:** If hostel for students is available (either within campus or outside the campus of the Institution), radio button 'Yes' will be clicked and the number of hostel will be recorded in 12(ii). Exactly the same number of rows will be generated in the table, as the number entered in 12(ii). In each row, the name, type, intake capacity and number of students residing in the hostel will be recorded. Under Hostel Type, three options are given, Boys Hostel, Girls Hostel and Other. If hostel for students is not available in the Institution, radio button 'No' will be clicked in 12(i). If the hostel does not have any name then the description by which it is identified will be recorded under column 'Name of Hostel'. Other type of Hostels may include, hostel for married students, transit hostel etc.

### **Block 3B: Details of Faculty/ Department-wise Programmes offered by the Institution**

This block is designed for recording the names of Departments of the Institution. Generally there is no concept of Faculty in the Stand-alone Institution and only Departments exist and courses are offered in Departments. The box against faculty is deactivated and no entry can be made here.

It may be noted that Department and Centre are synonyms.

**Item 1:** Name of the Departments will be recorded by creating as many boxes as there are number of departments by clicking on "+" sign on the left of the box. All the departments existing in the Institution will be listed.

There is specific purpose behind listing the departments. Block 3C will be automatically expanded according to the number of Departments listed here, where teaching staff details for each Department will be entered.

If there is no department in the Institution, the box meant to record the name of department may be left blank. In that case, there is no need to record dummy names, such as name of the institution, name of the programme.

**Item 2 & 3:** Programmes offered through Regular and Distance Mode of Study will be recorded here. If Study Centers of Open Universities are located in the Institute, its programme & enrolment should not be recorded under distance mode.

*It might be ensured that all the academic Programmes conducted by the Institution are recorded in the table.*

1<sup>st</sup> and 2<sup>nd</sup> columns of the table are disabled. In 3<sup>rd</sup> Column, name of the level of the course offered in the institution will be selected from the drop-down. These options are

*Ph.D*

*M.Phil*

*Post Graduate*

*Under Graduate*

*PG Diploma*

*Diploma*

*Certificate*

*Integrated*

In 4<sup>th</sup> column, name of the Programme offered at each level as specified in 3<sup>rd</sup> column will be selected from the drop-down. The programmes are arranged alphabetically. Most of the 'Programmes/Course' and 'Level' for Ph.D, M.Phil, PG Diploma, Diploma and Certificate level courses are same, in such cases entries in 4<sup>th</sup> column may be same as made in the 3<sup>rd</sup> column against these levels. In the next (5<sup>th</sup>) column, the name of the discipline/subject of study will be recorded. *For example in case of Diploma in Civil Engineering, Diploma will be recorded under Programme name and Civil Engineering will be recorded under Discipline name.* In 6<sup>th</sup> & 7<sup>th</sup> columns, Broad Discipline Group Category and Broad Discipline Group Name to which this discipline belongs will be recorded. *In the said example, the Broad Discipline Group Category will be Engineering & Technology and Broad Discipline Group Name will be Civil Engineering.* Each Discipline is to be categorised in any one of the Broad Discipline Group. If the exact discipline is not available in Broad Discipline Group Name, it is to be categorised in most suited discipline name e.g. Geophysics may be categorised under Physics. The complete concordance of 'Level', 'Programme', 'Broad Discipline Group Category' and 'Broad Discipline Group Name' is

given at **Appendix-1** of the instruction manual. The options in the drop-down under these columns are suitably filtered.

Intake of the current academic year, which is the annual permitted strength of students, allowed for admission against the Discipline, will be recorded in 8<sup>th</sup> column. Admission Criterion for the respective programme will be recorded in 9<sup>th</sup> column. One of the options will be selected from the drop-down. The options are

- All India Level Examination
- State Level Examination
- University Level Examination
- Direct Admission

**All India Level Examination** is an all India Common Entrance Examination conducted for admission in one or more courses through which students are admitted to a group of institutions located in more than one state. For example, JEE is an all India level examination which is conducted for admission in various engineering courses for admission in Indian Institute of Technology, Indian Institute of Scientific and Educational Research, Indian School of Mines, Indian Institute of Information Technology, National Institute of Technology, etc. If the admission is restricted within a State, it will be a **State Level Examination**. **University Level Examination** is the one, through which students are admitted in various courses in University and its associated colleges. If admission takes place only for a particular University/College/Institution, it will be treated as **Direct Admission**. If, admission in a programme takes place through one or more criteria, that criteria may be selected through which most of the students are admitted.

Course Duration prescribed for each Discipline in number of year and months will be recorded in 10<sup>th</sup> & 11<sup>th</sup> columns respectively. For example, if a course is of the duration 2.5 years then '2' will be recorded in column (10) and '6' will be recorded in 11<sup>th</sup> column. If for a programme there is no fixed duration, but the minimum duration of the programme is prescribed, the minimum duration will be recorded in 10<sup>th</sup> & 11<sup>th</sup> columns. Under the columns 'duration of the course – year and month', both the entries are mandatory. E.g. if course duration is of 3 years, 3 is to be recorded under year and 0 is to be recorded under month. In case of Ph.D, minimum prescribed duration may be recorded. Similarly in case of a Distance programme, minimum number of years in which a programme could be completed may be entered.

*This block is very important as block on students' enrolment is expanded on the basis of entries made here.*

Depending on the type of programme, one of the options from the drop-down is to be selected in 12<sup>th</sup> column. These options are General, Self Financing or Both. If the programme is running in self financing as well as general mode then 'Both' options is to be selected and in that case, students' enrolment will be separately recorded for Self Financing and General for each year of programme in Block 3C. Paid seats will also be treated as self-financing for the purpose of survey.

System of Examination for each Programme & Discipline as specified in 5<sup>th</sup> column will be recorded in 13<sup>th</sup> column. Codes for examination system are

*Annual- 1*

*Semester -2*

*Tri- Semester-3*

*Not Applicable -4*

In 14<sup>th</sup> and 15<sup>th</sup> Columns, the name of the Statutory Body and/or the name of the University through which the programme is approved will be recorded. For example, *IMT Gaziabad offers various PG Diploma Programmes approved by AICTE and also offers Ph.D. programme in association with National Law University, Jodhpur & Guru Gobind Singh Indraprastha University, New Delhi.*

### **Block 3C: Staff Information – Teaching & Non-Teaching Staff**

This block is designed for recording the details of Teaching and non-Teaching staff of the Institution. Among Non-teaching staff, details of Library and Physical Education staff will be collected separately.

**Item 1:** This item is meant for recording the information in respect of Teaching Staff of the Institution.

This Block is automatically expanded according to the number of Departments listed in Block 3B. For each Department, teaching staff details will be entered. However, one Table with Blank Faculty and Blank Department is also generated in this Block, which has been created for the purpose of recording teaching staffs including Principal, which are not associated with any Department.

For each designation viz., Director, Principal, Professor & Equivalent, Associate Professor, Additional Professor, Reader, Lecturer (Selection Grade), Assistant Professor, Lecturer (Senior Scale), Lecturer, Tutor, Demonstrator, Part-Time Teacher, Ad hoc Teacher, Temporary Teacher, Contract Teacher and Visiting Teacher, selected from the options available in drop-down, number of teachers in position as on reference date will be recorded. The table will be filled only for those posts, which are applicable for the Institution. Although the list of designations as mentioned above is exhaustive, if an institution has designations with different nomenclatures, information will be recorded for its equivalent designations.

2<sup>nd</sup> Column is created to record Grade Pay wherever 6<sup>th</sup> pay commission is implemented, but presently has been deactivated, where no entry can be made.

In 3<sup>rd</sup> Column, Direct or CAS, whichever option is applicable, is to be selected. Wherever, recruitments are made through both direct entry and through Career Advancement Scheme (CAS), details of teachers in position through both these selection modes will be recorded in separate rows.

Under various columns of “Number of Teachers in Position”, in the first row, Total number of teachers in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of teachers and out of that, number of female teachers will be recorded separately.

Second row is meant for recording the information in respect of teachers (out of total as recorded in first row) belonging to Persons with Disability (PWD) category. For each designation, number of PWD teachers in position as on reference date will be recorded. Number of PWD teachers in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of PWD teachers and out of that the number of female teachers will be recorded separately.

Third and fourth rows are meant for recording the information in respect of teachers belonging to religious minority category separately. Six religious communities, viz; Muslims, Christians, Sikhs, Jain, Buddhists and Zorastrians (Parsis) have been notified as minority communities by the Union Government. *The National Policy on Education formulated in 1984, recognised Muslims as one of the most educationally 'backward' communities in the country.* Therefore, for Muslims, teachers in position as on reference date will be recorded separately and information for all other religious minorities will be recorded together. Number of Muslim teachers and teachers of other religious minority in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of teachers and out of that the number of female teachers will be recorded separately.

In the last two columns, total of all the four categories will automatically be recorded separately for total and female. Although all the efforts should be made to collect the information under each category separately, if it is not available, only the last two columns for total will be filled. If data in regard to religious minorities are not maintained by the Institution, all the columns will be left blank. Appropriate remarks, in such cases, may be selected under Remarks column from the options available in the drop-down.

Thus, while entering teaching staff details following situation may occur:

**Case 1:** The institute maintains category-wise (General, SC, ST, OBC) data – Entries in respective columns are to be made and no remark is to be selected in Remarks column.



**Case 2:** The institute does not maintain category wise (General, SC, ST, OBC) data - Entries only in 'Total' column is to be made, and in Remarks column "Category-wise data not maintained" option will be selected.

**Case 3:** The institute maintains separate data for General, SC and ST category but OBC data is not available - In such case, entries under General, SC & ST columns are to be made, but OBC column is to be left blank and in Remarks column "OBC data not maintained" option will be selected.

**Case 4:** The Institute does not maintain separate data in respect of Minority - In such cases, all the columns will be left blank and in Remarks column "Minority data not maintained" option will be selected.

These cases are explained through examples in **Annexure-I**.

**Here Entry means, it is not to be left blank. In case of Nil, '0' is to be entered. It should be ensured that all the Teaching Staffs of the Institution are counted here.**

In the last table of this item *i.e. Summary of Teaching Staff*, Sanctioned strength for each post in the Institution is to be recorded in second column. The third & fourth columns of the table are designed to show the Number of teachers in position, who are appointed through Direct Mode & CAS Mode respectively. The figures under these columns will automatically be calculated against each post from the figures entered above. For the post of Part-time, Adhoc, Temporary, Contract and Visiting teacher, Sanctioned strength column may be left blank. Further, if post-wise Sanctioned strength is not available, entries can only be made against "All". The last column of the table is designed to record the Number of Teachers with Ph.D. Qualification for each designation. If post-wise Number of Teachers having Ph.D. Qualification is not available, entry can only be made against "All".

*It may so happen that the existing strength of the teachers at Professor and Associate Professor may be more than the respective sanctioned strength. This may be because some of Associate Professor, Assistant Professor must have attained these levels through CAREER ADVANCEMENT SCHEME (CAS), though they are working against the sanctioned strength of Assistant Professor.*

**Item 2:** This item is meant for recording the information in respect of Non-Teaching Staff, Library and Physical Education Staff of the Institution. Information in respect of (i) Non-Teaching Staff excluding Library and Physical Education Staff but may include technical staff not engaged in teaching, (ii) Library Staff and (iii) Physical Education Staff will be recorded separately by selecting the appropriate option from the drop-down.

Non-teaching staff have been categorised into Group A, B, C and D category as prevalent in Government. Where such classification of staff is not in existence, the information may be recorded according to its equivalent categories as given below:

Messenger, Peon etc. may be categorised under Group D,  
Clerical/Secretarial Staff, Drivers may be categorised under Group C,  
Middle level Officials may be categorised under Group B and  
Senior Level Officers may be categorised under Group A.

*In the third Column, sanctioned strength of Non –Teaching Staff belonging to the specific staff type & group will be recorded.*

Number of staff in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of staff and out of that the number of female staff will be recorded separately. In the last two columns, total of all the four categories will automatically be recorded separately for total staff and female staff. Under various columns of “Number in Position”, in the first row, Total number of staff in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of staff and out of that number of female staff will be recorded separately.

Second row is meant for recording the information in respect of staff (out of total as recorded in first row) belonging to Persons with Disability (PWD) category. For each designation, number of PWD staff in position as on reference date will be recorded. Number of PWD staff in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of PWD staff and out of that the number of female staff will be recorded separately.

Third and fourth rows are meant for recording the information in respect of staff belonging to religious minority category separately. Number of Muslim staff and staff of other religious minority in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of staff and out of that the number of female staff will be recorded separately.

In the last two columns, total of all the four categories will automatically be recorded separately for total and female. Although all the efforts should be made to collect the information under each category separately, if it is not available, only the last two columns for total will be filled. If data in regard to religious minorities are not maintained by the Institution, all the columns will be left blank. Appropriate remarks, in such cases, may be selected under Remarks column from the options available in the drop-down.

If non-teaching staff is also employed on contractual basis, such option under Staff Type may be selected to record the details.

### Block 3D: Details of Number of Students studying in the Stand-alone Institution i.e. Student Enrolment

This block is designed for recording the **Number of Students studying in the Stand-alone Institution i.e. Student Enrolment** in each Discipline.

**Student enrolment in Regular Courses:** This item is meant for recording the information in respect of students enrolled under regular mode of study in the Institution. For each of the regular programme listed in Block 3B, a table with pre-filled name of the Level, Programme, Discipline, Type and Year will be generated. **Enrolment is to be recorded for each Programme and Discipline.**

Students registered as on Reference date in a discipline under self-financing mode and under general mode will be recorded in separate rows against General and Self-financing Type. As per the entry in Block 3B, Type of a particular programme is pre-populated as either General or Self-financing. If a type of programme is both, separate rows for General and Self-financing types are generated.

Students enrolled in each year of study of a particular programme will be recorded in separate rows; the number of rows will automatically be generated on the basis of the course duration recorded in Block 3B. *E.g. e.g. in case of Students enrolled in Diploma in Electrical Engineering conducted by Polytechnics, which is a three year programme, against year "1" number of students enrolled in 1<sup>st</sup> year, against year "2" number of students enrolled in 2<sup>nd</sup> year and against year "3" number of students enrolled in 3<sup>rd</sup> year (as on reference date) will be recorded.* Thus for a Discipline, against each type, for each year student's enrolment is to be recorded. If a programme is of duration of 3 years and is offered through self-financing mode only, for that discipline there will be entries of student's enrolment in three rows.

<u>Type</u>	<u>Year</u>
Self-financing	1
Self-financing	2
Self-financing	3

*And for each such row, number of students enrolled of each category will be recorded in subsequent columns.*

In the 1<sup>st</sup> year the students on roll as on 30<sup>th</sup> September of the current academic year (2011-12, in case of AISHE 2011-12) is to be recorded. 2<sup>nd</sup> year enrolment is among the students who have taken admission in previous academic year (2010-11, in case of AISHE 2011-12), completed 1<sup>st</sup> year and are on Roll (in 2<sup>nd</sup> year) as on 30<sup>th</sup> September of the current academic year (2011-12). Similarly 3<sup>rd</sup> year enrolment is among the students who have taken admission 2 years back (2009-10, in case of AISHE 2011-12),

completed 2<sup>nd</sup> year and are on Roll (in 3<sup>rd</sup> year) as on 30<sup>th</sup> September of the current academic year (2011-12) and so on.

Although in MBBS course, examination is not conducted every year (generally 3 examinations are conducted), students' enrolment is to be recorded for every academic year, based on the yearly admission in the course. It is explained through an example shown in **Annexure-II**.

Number of students enrolled for General, SC, ST and OBC categories will be recorded separately for total and girls (out of total) students in the first row against total. In the last two columns, total of all the four categories will automatically be recorded separately for total students and girls students.

Out of the total students recorded in first row, number of PWD students will be recorded for General, SC, ST and OBC categories separately for total and girls (out of total) students in the second row. In the last two columns, total of all the four categories will be recorded separately for total PWD students and PWD girls' students.

Out of the total students recorded in first row, number of students belonging to Muslims and Other religious minority category, will be recorded separately in the third and fourth rows. Six religious communities, viz; Muslims, Christians, Sikhs, Jain, Buddhists and Zorastrians (Parsis) have been notified as minority communities by the Union Government. The National Policy on Education formulated in 1984, recognised Muslims as one of the most educationally 'backward' communities in the country. Therefore, for Muslims, students' enrolment as on Reference date will be recorded separately and information for all other religious minorities will be recorded together. Number of Muslim students and students of other religious minorities will be recorded for General, SC, ST and OBC categories separately for total and girls (out of total) students. In the last two columns total of Muslims students and students of other religious minorities will automatically be recorded separately for total students and girls students.

If data on students' enrolment for religious minorities are not maintained by the Institution, all the columns will be left blank. In Remarks column "Minority data not maintained" option will be selected from the options available in the drop-down.

If SC, ST & OBC category-wise data is not available for any Type, total number of students enrolled will be recorded in the last two columns by leaving other columns blank and in Remarks column, "Category-wise data not maintained" option will be selected. It might happen that SC & ST category-wise data is available, but for OBC category data is not available separately, but it is included in General category, then the two columns under 'OBC' will be left blank and in Remarks column, "OBC data not

maintained" option will be selected. Foreign Students studying in the Institution will also be included as General Category students.

**Student enrolment in Distance Courses:** This item is meant for recording the information in respect of students enrolled under distance mode of study in the Institution.

**Foreign Students' enrolment:** This item is designed for recording separate information about the foreign students (those who are citizens of at least one country other than India) out of the total students enrolled in the Institution. Information on foreign students is kept separately in most of the Institutions and they are to be counted as General Category Students for the purpose of recording student enrolment in various discipline.

If foreign students are enrolled in the Stand-alone Institution either in regular education mode or in distance education mode, radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. In first column, the name of the country whose students are enrolled in the Institution will be selected from the drop-down. Name of the Level, Programme and Discipline will be selected from the options available in the drop-down, which will be appropriately filtered after an option is selected in a column. Discipline-wise, total number of foreign students enrolled for each country and out of them, number of foreign girls' students will be recorded in the last two columns. Information for the regular and distance mode will be recorded separately. From AISHE 2013-14, we have also added Tibetan Refugees in the list of Countries to collect their number separately.

### **Block 3E: Examination Results**

This block is designed for recording the **Examination Results of the Institution i.e. Number of students appeared and passed in Annual & Supplementary examination** in each Discipline listed in Block 3B. Out-turn in various streams of education will be available from this block.

Examination result will be recorded only in respect of final year examination of each programme *e.g. in case of Diploma in Electrical Engineering programme, information only in respect of number of students who have completed the Diploma in Electrical Engineering programme will be recorded and NOT the results of part I and part II examinations.*

For Distance Mode of study details will be recorded in separate table.



The names of Level, Programme and Discipline will be pre-populated from the list of Programmes recorded in Block 3B in case of both regular and distance modes. The number of students appeared and passed will be recorded for each Discipline. For each Discipline, total number of students appearing in the final year of the Programme and out of that total; number of girls' student will be recorded separately. In the next two columns, total number of students who have passed the examination or completed the Programme will be recorded. Out of the total number of passed out students, number of girls' students passed will be recorded separately. Under the columns, "Out of total, passed with 60% or more marks", number of those students, which have passed the examination with 60% or more marks will be recorded for Total students and Girls students separately.

### **Block 3F: Details about Finance**

This block is designed for recording the **details about Receipt and Expenditure of the Institution**. This information may be used to find out per student expenditure on higher education which is a very important indicator.

All the items of this block are self explanatory. Receipt items have been broadly classified as Grants received by the Institutions from various sources from various sources such as University Grants Commission, Distance Education Council, Other Central Government Departments, State Government, University and Local Bodies; Donations and Interests received; amount collect through Tuition Fee & Other Fees & Sale of Application form and income from other sources. All kinds of receipt such as recurring, non-recurring, plan and non-plan receipt will be clubbed together to get the total receipt against each item.

Expenditure items have been broadly classified into Salary, Allowances & Retirement Benefits; Buildings (Construction & Maintenance); Library & Laboratory; Research Activities, Scholarships; Grants to Colleges and Other Expenses.

All the fields are mandatory, '0' is to be recorded if there is no income/expenditure in a particular head. The figures are to be recorded in absolute number in ₹. In the adjacent column the amount converted in thousand ₹ upto three places of decimal will be shown for indication.

### **Block 3G: Details about Infrastructure**

All the items in this block are self explanatory. If a particular item is available in the Institution, a tick mark is to be put against the box relating to that item and in the next column, number of that infrastructure available in the institution will be recorded. If the



number is 9 or more than 9 then '9' will be recorded. Against Laboratory entry upto 999 is allowed.

From AISHE 2013-14, some more items have been added in the list of Infrastructure. Two of these are Numbers of Books & Number of Journals (peer reviewed) subscribed. If tick mark is putted against Library, the numbers are to be recorded and the maximum number allowed to enter is 99,999,999.

### **Block 3H: Scholarships, Loans & Accreditation**

**Item 1: SCHOLARSHIPS AND FELLOWSHIPS:** Item 1 is further divided into items 1A and item 1B. Item 1A is designed to record the Scholarships data, whereas item 1B is designed to record the Fellowships data.

Item 1A: If the Institution maintains **Scholarships** data, then radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. If the Institution maintains scholarships data, then number of students receiving **Government** scholarships, will be recorded for Total, PWD out of total, Muslim Minority out of total and Other Minority out of total, in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> rows respectively for General, SC, ST and OBC categories separately for total and girls (out of total). If category-wise data or data for OBC category or data in respect of minorities are not maintained by the Institution, relevant cells will be left blank and appropriate remarks will be selected under Remarks column from the options available in the drop-down.

Item 1B: If the Institution maintains **Fellowships** data, then radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. If the Institution maintains fellowships data, then number of students receiving fellowships, will be recorded for Total, PWD out of total, Muslim Minority out of total and Other Minority out of total, in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> rows respectively for General, SC, ST and OBC categories separately for total and girls (out of total). If category-wise data or data for OBC category or data in respect of minorities are not maintained by the Institution, relevant cells will be left blank and appropriate remarks will be selected under Remarks column from the options available in the drop-down.

**Item 2:** If the Institution maintains data in respect of **Education Loan**, then radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. If the Institution maintains the data, then number of students availing education loan, will be recorded for Total, PWD out of total, Muslim Minority out of total and Other Minority out of total, in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> rows respectively for General, SC, ST and OBC categories separately for total and girls (out of total). If category-wise data or data for OBC category or data in respect of minorities are not maintained by the Institution, relevant cells will be left blank and appropriate remarks will be selected under Remarks column from the options available in the drop-down.

**Item 3:** If the Institution is accredited by National Assessment and Accreditation Council (NAAC) or any other agency, which accredits the institution and accreditation is valid during the academic year, then radio button 'Yes' will be clicked, otherwise radio button 'No' will be clicked. If yes, then names of all the accrediting agencies will be recorded. NAAC, ICAR and Others may be selected from dropdown. If the option "Others" is selected then the name of accrediting agency will be recorded in 2<sup>nd</sup> column. The Institution will have to select whether the score is provided by the particular Agency or not. If Yes is selected in the 3<sup>rd</sup> column, then the maximum score will be recorded in 4<sup>th</sup> column and the score received by the Institution in the 5<sup>th</sup> Column. Accreditation Body, which accredits the programme are not covered.

### **Block 3I: Remarks**

In the box provided, any comments, which are important and relevant to the information furnished in other blocks, may be recorded by the Nodal Officer designated by the Institution or by the officials involved in the data collection. This is to record any specific characteristics and observation related to the Institute, which should be taken into account in future or while generating reports based on the data collected under the Survey. E.g. a programme, which is not listed at present, but undertaken, needs mention in this block. The size of this Block is not fixed, but this block is meant to record in brief - only special mention.

\*\*\*\*\*

## Annexure-I

## Recording of number of teacher, staff &amp; students

	Type	General		SC		ST		OBC		Total		Remarks to be selected from drop down menu
		Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls	
Case-1	Total	12	5	5	0	0	0	5	2	25	8	No remarks are needed.
Case-2	Total	8	5	0	0	0	0	0	0	8	5	<b>No remarks are needed</b> as "0" indicates that data is maintained but there is no student/ teacher.
Case-3	Total									8	5	Category-wise data not maintained.
Case-4	Total	12	5	5	1	3	1			20	7	OBC data not maintained.
	PWD (out of Total)	<b>All the 4 cases are also applicable for PWD (out of Total) also.</b>										
	Minority (out of Total)	<b>All the 4 cases are also applicable for these two types also. . In addition the following 2 Cases are also applicable.</b>										
	Other Minority (out of Total)											
Case-5	Minority (out of Total)											"Minority data not maintained" as no information is available.
	Other Minority (out of Total)											
Case-6	Minority (out of Total)									0	0	"Category-wise data not maintained" remark is applicable.
	Other Minority (out of Total)									0	0	"Minority data not maintained" is not applicable as "0" indicates total number is available and it is Zero.

## Annexure-II

## Recording of enrolment in MBBS course

As the course duration of MBBS in block 1C is recorded as 4 years and 6 months, five rows will be generated in student's enrolment block. Suppose admissions of 100 students were made every year, during the last five years in the month of July, the enrolment will be calculated as follows:

Admission year	Number of Students admitted	Number of Students left the course before 30 <sup>th</sup> September 2011	Year	Enrolment as on 30 <sup>th</sup> September 2011	Students will be in
2011-12	100	0	1 <sup>st</sup> year	100	1 <sup>st</sup> and 2 <sup>nd</sup> semesters
2010-11	100	2	2 <sup>nd</sup> year	98	3 <sup>rd</sup> and 4 <sup>th</sup> semesters
2009-10	100	5	3 <sup>rd</sup> year	95	5 <sup>th</sup> and 6 <sup>th</sup> semester
2008-09	100	4	4 <sup>th</sup> year	96	7 <sup>th</sup> and 8 <sup>th</sup> semester
2007-08	100	3	5 <sup>th</sup> year	97	9 <sup>th</sup> semester

The period of 4 ½ years is divided into three phases as follows:

**Phase-I (two semesters) – All the students of phase will be shown in 1<sup>st</sup> year**

**Phase-II (three semesters) – Students of first two semesters of this phase will be shown in 2<sup>nd</sup> year and Students of third semester will be shown in 3<sup>rd</sup> year**

**Phase-III (four semesters) – Students of first semester of this phase will be shown in 3<sup>rd</sup> year, Students of second and third semesters will be shown in 4<sup>th</sup> year and Students of fourth semester will be shown in 5<sup>th</sup> year**

## Annexure-III

## Guidelines to fill large University Form DCF - I

A large DCF - I tends to become unmanageable. Also, the user, while updating such a form, faces lots of performance issues due to hardware limitations at his end. A solution to this is to divide data across multiple forms. In addition to the university form, specially designed forms, called Addendum forms, have been provided to ease the process of filling data in a University form as the user can fill a part of the data in these forms. The two types of Addendum forms are:

**1. University Form - DCF - I Distance Programme Addendum** – This addendum is designed to capture enrolment data against the distance programmes offered by a university. The data in Block 1B and Block 1E of the main DCF - I i.e. Regional centre information and student enrolment in distance courses respectively can be divided on the basis of number of regional centres. Some regional centres and their associated student enrolment can be entered in DCF-I, remaining regional centres and their associated student enrolment information can be entered in DCF-I Distance Programme Addendum. Every distance programme addendum must contain data corresponding to at least one regional centre. The steps to fill distance course details for a university are as follows:-

a) Fill the details of all the distance courses in the main DCF-I.

b) The **details of the regional centres** are to be mentioned in the Block 1B of the main DCF-I.

Let us take a case where the university (offering distance programmes) has four regional centres. The regional centre information can be filled in Block 1B of main DCF - I as has been depicted in the following figure.

BLOCK 1B: DETAILS OF THE REGIONAL CENTERS ATTACHED WITH THE OPEN UNIVERSITY / DUAL - MODE UNIVERSITY <a href="#">Help</a>				
1. (i) Whether the University offers Programme through Distance Education Mode: <input checked="" type="radio"/> Yes <input type="radio"/> No				
(ii) If Yes, Number of Regional centers of the University <input type="text" value="4"/>				
Sl.NO.	Name of the Regional Center	No. of Study Centers	State	District
1	Regional Centre 1	1	Arunachal Pradesh	Changlang
2	Regional Centre 2	4	Andhra Pradesh	Guntur
3	Regional Centre 3	2	Maharashtra	Aurangabad
4	Regional Centre 4	1	Uttar Pradesh	Bijnor

Data tables corresponding to each regional centre mentioned in Block 1B will be generated in the Block 1E. Student enrolment details of courses offered by the particular regional centre are to be filled in these tables.

It is not mandatory to list the regional centres in the main DCF-I. A user may choose not to fill any enrolment data for distance programmes in the main DCF. In such a case, '0' is to be filled in the number of regional centres field of Block 1B of DCF-I.

SI.NO.	Name of the Regional Center	No. of Study Centers	State	District
1				

The details of the four regional centres, instead, are to be filled in the Distance Programme Addendums. One addendum form may contain the data for two regional centres and the data for the rest of regional centres can be filled in separate addendums. Every distance programme addendum must contain data against at least one regional centre.

**There is no restriction on the maximum number of distance programme addendums that can be attached to the main DCF.**

c) **Functionality to import student enrolment details** from a spreadsheet has been provided. User must ensure that the data is in the prescribed format that has been shared on the AISHE portal. Also, user needs to create one excel file for every regional centre e.g if there are four regional centres associated with a university then user needs to create four Excel files, each containing enrolment details of one and only one regional centre. The structure of the Excel file is explained below:

	A	B	C	D
1	Name of Regional Center	No of Study Centers	State Name	District Name
2	Regional Centre 1	1	07	093
3				

**Regional Centre Details** – contains four columns namely, name of the regional centre, number of study centres, state code and district code. The codes corresponding to the states and the districts can be filled by referring to the reference files provided on the AISHE portal. Users may choose to leave this sheet empty, in which case they will have to fill the regional centre’s details manually in the Addendum form.

**Student Enrolment Details** – the first five columns of this sheet is for the details of the distance course for which enrolment details are to be filled. Users must ensure that the programme name, broad discipline group name and type fields match the values mentioned in the reference files. Enrolment details, category-wise and minority-wise, are to be entered in the rest of the columns. Column name like PWD\_SC\_Girls corresponds to female SC persons with disability who are enrolled for a particular year of the distance course.

	B	C	D	E	F
1	Programme	Broad Discipline Group Name	Discipline	Type	Year
2	M.Sc.-Master of Science	Genetics	Science	General	1
3	M.Sc.-Master of Science	Genetics	Science	General	2



d) **The steps to download the prefilled addendum from the AISHE portal:-**

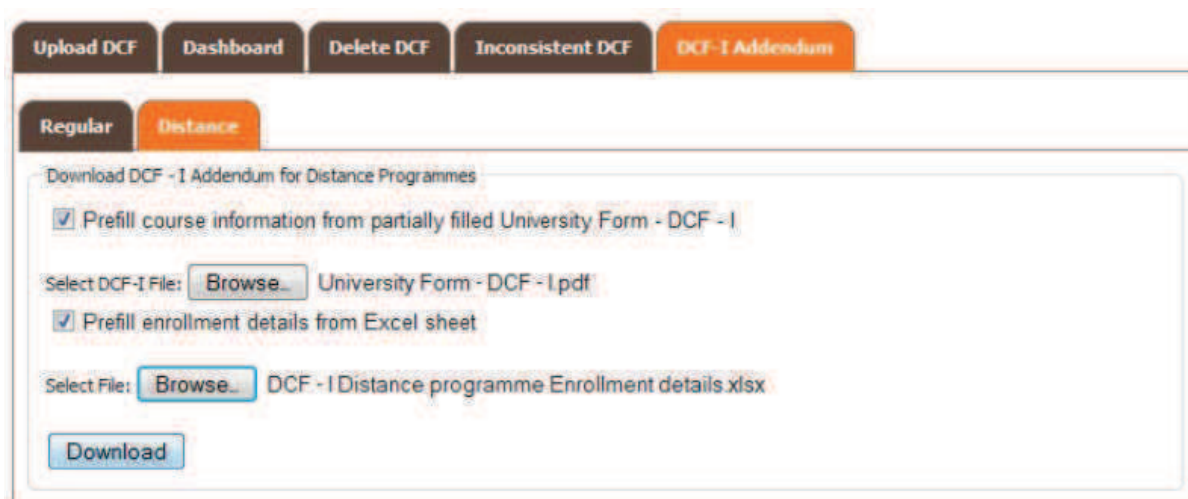
1. **Download DCF-I. Complete it upto Block 1C.**

2. **Download DCF-I Distance Programme Addendum.** *Sample DCF-I Distance Programme Addendum is given at Appendix-5.*

(i) To download an empty DCF-I Distance Programme Addendum, open form management, and select the Distance child tab under the DCF-I Addendum tab. Click the Download button. DCF-I Addendum for distance programmes will be downloaded to your system.

(ii) To pre-fill distance courses from main DCF-I, select the “Pre-fill course information ...” check box from the Distance child tab, as depicted in the figure, and click “Browse” to select the partially filled DCF-I PDF (DCF-I may not be filled completely but it should contain the list of courses that are to be prefilled in the Addendum form).

(iii) To pre-fill student enrolment data from Excel sheet to the Addendum, select the “Pre-fill enrolment details ...” checkbox from the Distance child tab under the DCF-I Addendum tab and click “Browse” to select the Excel sheet containing the enrolment data.



(iv) Click on the Download button, prefilled DCF-I Distance Programme Addendum will be downloaded to your system.

**2. University Form - DCF-I Regular Programme Addendum** – This type of addendum is designed to capture enrolment data against the regular programmes offered by a university. The data in Block 1C and Block 1E of the main DCF-I i.e. list of regular courses and student enrolment for those courses respectively can be divided. Some regular courses and their associated student enrolment can be entered in DCF-I, and the remaining courses and their associated student enrolment information including the examination result data in these programmes can be entered in DCF-I Regular Programme Addendum.

The steps to fill regular course details for a university are as follows:-

a) Fill the details of all the faculties and departments in the main DCF-I. Also, in the Block 1C, only some (and not all) of the regular courses are to be mentioned. If a university offers 10 regular courses, the user does not need to mention all the courses in

block 1C of main DCF. He/she may choose to enter details only for five of those courses. Enrolment details and examination result details against the courses listed in Block 1C of main DCF are to be filled in the main DCF itself.

**B . List of Faculty & Departments**

1  Faculty / School Name BASIC SCIENCE AND HUMANITIES

Sl.no.	Name of the Departments / Centres
1	DEPARTMENT OF HUMANITIES
2	DEPARTMENT OF SCIENCE

2  Faculty / School Name ENGINEERING AND TECHNOLOGY

Sl.no.	Name of the Departments / Centres
1	COMPUTER SCIENCE & ENGINEERING

**2. Regular Programme Details [All courses in which students are enrolled in the University are to be listed]**

Programmes run directly through Faculty/ School (If applicable, Please tick in the adjacent box & list courses in following Table)

Faculty / School	Department / Centre	Level	Name of the Programme	Discipline/ Subject	Broad Discipline Group Category	Broad Discipline Group Name	Intake	Number of Applicants	Course Duration		Type	Examination System
									Year	Month		
ENGINEERII		Under Gradu	B.Tech.-Bac	COMPUTER S	Engineering	Computer En	30		4	0	General	Semester

Programmes run through Departments/ Centres (If applicable, Please tick in the adjacent box & list courses in following Table)  type

Faculty / School	Department / Centre	Level	Name of the Programme	Discipline/ Subject	Broad Discipline Group Category	Broad Discipline Group Name	Intake	Number of Applicants	Course Duration		Type	Examination System
									Year	Month		
BASIC SCIE	DEPARTME	Post Gradua	M.A.-Master	History	Social Scien	History	30		2	0	General	Semester

b) Regular courses, details for which have not been mentioned in the main DCF-I, are to be listed in the regular programme addendum. Following illustration depicts two courses that were not mentioned in the main DCF are added in the addendum. All the details against these programmes should be entered in the addendum and not in the main DCF.

**DATA CAPTURE FORMAT - I Addendum for Regular programmes**  
**University Form Addendum**

**UNIVERSITY / UNIVERSITY LEVEL INSTITUTIONS**

**BLOCK 1C: DETAILS OF FACULTY / DEPARTMENT WISE COURSES OFFERED BY THE UNIVERSITY / UNIVERSITY LEVEL INSTITUTIONS**

[Help](#)

**B . List of Faculty & Departments**

1  Faculty / School Name BASIC SCIENCE AND HUMANATICS

Sl.no.	Name of the Departments / Centres
1	DEPARTMENT OF HUMANATICS
2	DEPARTMENT OF MECHANICAL SCIENCE

2  Faculty / School Name ENGINEERING AND TECHNOLOGY

Sl.no.	Name of the Departments / Centres
1	COMPUTER SCIENCE & ENGINEERING

2. Regular Programme Details [All courses in which students are enrolled in the University are to be listed]

Programmes run directly through Faculty/ School (If applicable, Please tick in the adjacent box & list courses in following Table)

Faculty / School	Department / Centre	Level	Name of the Programme	Discipline/ Subject	Broad Discipline Group Category	Broad Discipline Group Name	Intake	Number of Applicants	Course Duration		Type	Examination System
									Year	Month		
ENGINEERIN		Under Gradu	B Tech.-Bact	Electronics	Engineering	Electronics E	60	60	4	0	General	Semester
ENGINEERIN		Under Gradu	B Tech.-Bact	Electrical	Engineering	Electrical En	60	60	4	0	General	Semester

In this particular case, enrolment and examination details against the courses - B.Tech., Computer Engineering and M.A., History are mentioned in the main DCF. While, the details against other courses B.Tech., Electronics Engineering and B.Tech., Electrical Engineering are added in the addendum.

c) Every regular programme addendum must contain data against at least one regular course. There is no restriction on the maximum number of regular programme addendums that can be attached to the main DCF.

#### d) Steps to Download DCF-I Regular Programme Addendum:

a. To download an empty DCF-I Regular Programme Addendum, open form management and select the Regular child tab under the DCF-I Addendum tab. Click the Download button. DCF-I Addendum for regular programmes will be downloaded to your system. *Sample DCF-I Regular Programme Addendum is given at Appendix-5.*

Upload DCF Dashboard Delete DCF Inconsistent DCF DCF-I Addendum

Regular Distance

Download DCF - I Addendum for Regular Programmes

Prefill faculty and department information from partially filled University Form - DCF - I

Select DCF-I File:

b. To pre-fill the list of faculties and departments from the main DCF-I, select the “Pre-fill faculty and department information...” checkbox from the Regular child tab, as depicted in the figure, and click “Browse” to select the partially filled DCF-I (DCF-I may not be filled completely but it should contain the list of faculties and departments that are to be prefilled in the Addendum form).

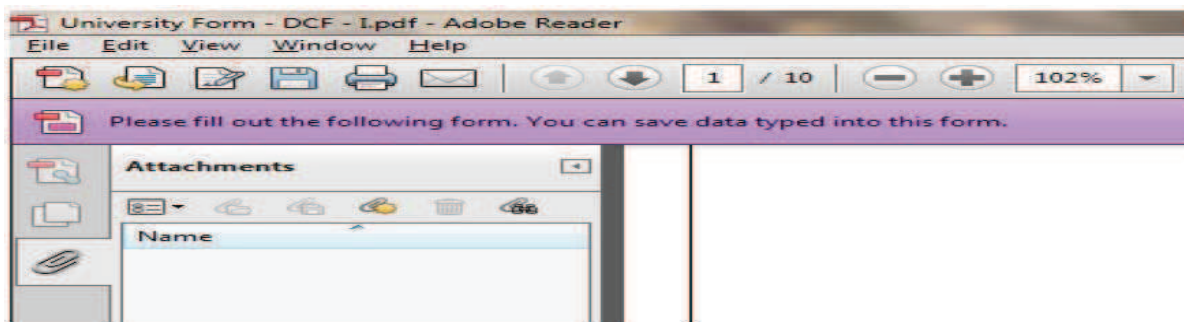
c. Click on the Download button, prefilled DCF-I Regular Programme Addendum will be downloaded to your system.

### 3. Procedure to upload University Form - DCF-I containing addendums:

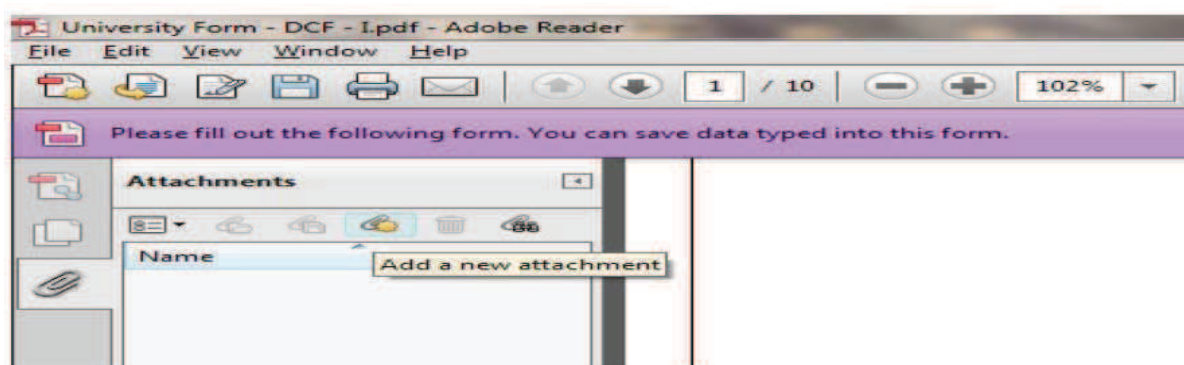
After completely filling data in all forms, the DCF-I addendum forms can be attached to the main DCF-I form. This DCF-I form can now be uploaded like a normal DCF-I form.

a. Completely fill and save DCF-I and DCF-I Addendum forms.

b. Open DCF-I and click icon from left side panel to open attachments view.

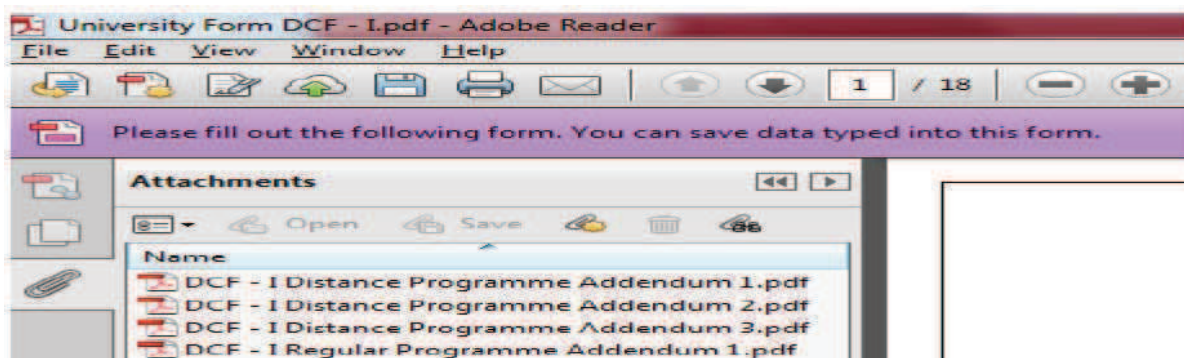


c. Click on the Add a new attachment button



d. Choose the DCF-I addendum file and click Open.

e. Chosen files will be added as attachment to DCF-I and will appear in the attachment list.



f. Repeat the above steps to attach all DCF-I addendum forms and save the form.

g. Upload the DCF-I having all DCF -I addendum(s) attachments on the web application.



## Annexure-IV

### **Instruction Manual to Fill other Minority Data Capture Format (DCF-IV)**

Higher education is of vital importance for the country, as it is a powerful tool to build knowledge-based society of the 21st Century. India possesses a highly developed higher education system which offers facility of education and training in almost all aspects of human creative and intellectual endeavors: arts and humanities; natural, mathematical and social sciences, engineering; medicine; dentistry; agriculture; education; law; commerce and management; music and performing arts; national and foreign languages; culture; communications etc. The expansion in institutional capacity in terms of number of universities/colleges and teachers has provided greater access to the students to post senior secondary education.

The official statistical system plays a key role in any society, especially, in a large and diverse democracy. Production and management of statistics must be independent of and distinct from the Government in order to be credible and acceptable to all sections in the society. In fact, the system must act as one of the bedrocks of society, and seek to continuously enlarge its application in the public sphere. It must play host to informed debate and give substance to open democracy and participatory governance. A key principle of the system is that it must be completely independent and transparent.

In view of the above, Ministry of Human Resource Development (MHRD) initiated an All India Survey on Higher Education (AISHE) in the year 2010-11, to build a robust database and to assess the correct picture of higher Education in the country. In view of the implementation of the Prime Minister's New 15 point programme for the welfare of Minorities and Implementation of the decisions of the Government on the recommendations of the Sachar Committee, with effect from AISHE 2014-15, data for all six religious minority communities viz. Muslims, Christians, Sikhs, Buddhists, Zoroastrians (Parsis) and Jains, as notified by the Union Government, are being collected.

In AISHE main DCF where information regarding basic details, student enrolment, number of teachers, etc. are collected about the Universities/Colleges/Institutions on the student enrolment, number of students belonging to Muslims and Other religious minority categories are being collected in two rows for each of the programmes for General, SC, ST and OBC categories separately for total and girls students.

To collect the details about the student enrolment for each of the 5 other minority categories separately, a separate data capture format, "OTHER MINORITY DATA CAPTURE FORMAT" (DCF-IV) has been designed. *Sample DCF-I is given at Appendix-7.*

This DCF will be available to be filled by only those institutions, which have students enrolled from other minority communities from AISHE 2014-15. The DCF-IV when downloaded will be pre-filled with the list of programmes where other minority students are enrolled along with the number of students enrolled under each category as filled in the respective DCFs I, II and III. DCF-IV can be downloaded, only after uploading the main DCF.

In the second row, under the column ‘Category’, one of the 5 religious communities will be selected from the drop-down and number of students enrolled in the programme will be entered as in main DCF. Only those religious communities are required to be selected from which the students are enrolled in a particular year of the programme. The details are to be filled for both regular and distance courses, wherever applicable.

**BLOCK B: NUMBER OF STUDENTS ENROLLED IN THE UNIVERSITY / INSTITUTION**

Note:  
 PWD = Persons with Disability  
 Other Minority = Christians, Sikhs, Buddhists, Zorastrians (Parsis) and Jains

**Regular Course**

Level	Programme	Broad Discipline Group Name	Discipline / Subject	Type	Year	Category	Number of Total Students Enrolled										
							General		SC		ST		OBC		Total		
							Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls	
Under Gradua	B.Sc.(Nursing)-Bac	Nursing	Nursing	Self Financing	1	Other Minority	0	0	0	0	0	0	6	6	6	6	
	Under Gradua	B.Sc.(Nursing)-Bac	Nursing	Nursing	Self Financing	1	Christians	0	0	0	0	0	0	6	6	6	6

Buddhists  
 Christians  
 Jains  
 Parsis  
 Sikhs

Religion-wise and social-category-wise details regarding the number of Students mentioned in Other Minority (Out of Total) row of each year of all programme mentioned in main DCF of Institution should be made here. The DCF-IV has tables only for that year of programme in which some entry is made by the Institution in Other Minority (Out of Total) row. Rows may be generated by the Institute by clicking (+) symbol to fill Religion-wise details regarding the number of Students mentioned in Other Minority (Out of Total) row. The Religion-wise details should be filled by both Regular courses and Distance Courses, wherever applicable.

In DCF-IV Religion-wise details is collected only for Student Enrollment & not on any other parameter. After completely filling the Form, the Institute has to click on “Check Form” Button given in bottom-left corner of the Form. If there is some discrepancy in the Form, an error message will appear on the screen & will be required to correct the error shown in error message. Click on the “Check Form” Button after correction of each error till it is “Check Form passed successfully”. Then save the Form on the system & upload it on AISHE web portal after login.



## Appendix - 1

University/ University Level Institutions, Colleges and Stand Alone Institutions run programmes in various disciplines. **Programme** is a course of study for which Degree is awarded by the Institution. A Programme of study is the approved curriculum followed by an individual student such as B.A., M.A., M.B.A. etc. Each programme falls in one of the eight Levels of higher education. Further, the disciplines or subjects of study are first grouped into broad level, "Broad Discipline Group", which is further divided into narrow level, "Broad Discipline". If the exact discipline is not available in Broad Discipline Group Name, it may be categorised in most suited discipline name e.g. *Geophysics may be categorised under Physics*. Such classification is required for the purpose of aggregation of data and its comparability over the time and also for cross-sectional analysis.

In case of Integrated Level programmes, the discipline should pertain to the degree, which is of higher level. *For example, in case of B.A. B.Ed., the discipline will be 'Education'.*

Under Section 22(1) of UGC Act, 1956, *the right of conferring or granting degrees shall be exercised only by a University established or incorporated by or under a central Act, a Provincial Act, a State Act or an institution deemed to be a University under section 3 or an institution specially empowered by an Act of Parliament to confer or grant degrees.*

Here, in Table-1, complete concordance between Levels, within the Level all possible Programmes, and against these programmes the list of applicable Broad Discipline Group and Broad Discipline are shown. *For example, at Under Graduate level, against Programme, "M.Tech. (Master of Technology)" only Broad Discipline Group "Engineering & Technology" may be applicable. Broad Discipline Group "Engineering & Technology" is further divided into Broad Disciplines such as Civil Engineering, Mechanical Engineering, and Electrical Engineering.*

In Table-2, against the eight levels of higher education, all the Programmes, which are running in Universities, University Level Institutions, Colleges and Stand Alone Institutions, have been listed. In Table-3, Broad Discipline Groups and against each of them all applicable Broad Disciplines are listed.

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
Certificate	Certificate	Agriculture	Agriculture
			Forestry
			Horticulture
			Sericulture
		Area Studies	Area Studies
		Commerce	Commerce
			Foreign Trade
		Criminology & Forensic Science	Criminology & Forensic Science
		Cultural Studies	Cultural Studies
		Defence Studies	Defence Studies
		Design	Design
			Interior Design
		Disability Studies	Disability Studies
		Education	Education
		Engineering & Technology	Aeronautical Engineering
			Agriculture Engineering
			Architecture
			Chemical Engineering
			Civil Engineering
			Computer Engineering
			Dairy Technology
			Electrical Engineering
			Electronics Engineering
			Food Technology
			Information Technology
			Marine Engineering
			Mechanical Engineering
			Metallurgical Engineering
			Mining Engineering
			Other Engineering & Technology
			Planning
			Transportation Planning
			Urban Planning
		Fashion Technology	Fashion Technology
		Fine Arts	Fine Arts
			Music
			Performing Arts
			Visual Arts
		Fisheries Science	Fisheries Science
		Foreign Language	English
			French
			German
			Other Foreign Languages
			Spanish
		Gandhian Studies	Gandhian Studies
		Home Science	Food Technology
			Home Science
	Nutrition		
Indian Language	Bengali		
	Hindi		
	Kannada		
	Malayalam		

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group	
Certificate	Certificate	Indian Language	Odiya	
			Other Indian Languages	
			Punjabi	
			Sanskrit	
			Tamil	
			Telugu	
		IT & Computer	Animation	
			Computer Application	
			Computer Science	
			Graphics	
			Information Technology	
			Multi Media	
		Journalism & Mass Communication	Journalism & Mass Communication	
			Law	Civil Law
				Constitutional Law
				Cyber Crime
				International Law
		Law		
		Library & Information Science	Library & Information Science	
		Linguistics	Linguistics	
		Management	Agri-Business Management	
			Business Administration	
			Business Management	
			Event Management	
			Financial Management	
			Hospital Administration	
			Hotel Management	
			Human Resource Management	
			International Business	
			Marketing Management	
			Other Management	
			Pharmaceutical Technology	
			Technology	
		Tourism Management		
		Marine Science / Oceanography	Marine Science / Oceanography	
		Medical Science	Anatomy	
			Anesthesiology	
			Ayurveda	
			Bio-Chemistry	
			Bio-Physics	
			Bio-Statistics	
			Bio-Technology	
			Cardiology	
			Dentistry	
			Dermatology	
			Endocrinology	
			ENT	
			Forensic Medicine/ Toxicology	
			Gastroenterology	
			General Medicine	
		General Surgery		

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
Certificate	Certificate	Medical Science	Gynaecology
			Haematology
			Hepatology
			Homeopathy
			Hospital Administration
			Indian Medicine
			Lab Medicine
			Medical Physics
			Microbiology
			Nephrology
			Neurology
			Nuclear Medicine
			Nursing
			Occupational Therapy
			Oncology
			Ophthalmology
			Orthopaedics
			Other Medical Science
			Pathology
			Pediatrics
			Pharmacy
			Physiology
			Physiotherapy
			Plastic Surgery
			Psychiatry
			Public Health
			Radiology
			Radiotherapy
		Unani	
		Urology	
		Oriental Learning	Jyotisha
			Oriental Learning
			Veda
		Physical Education	Physical Education
			Yoga
		Religious Studies	Buddhist Studies
			Christian Studies
			Islamic Studies
			Jainism
			Religious Studies
			Theology
		Science	Bio-Chemistry
			Bio-Science
			Bio-Technology
			Botany
			Chemistry
			Electronics
			Environmental Science
			Genetics
			Geology
			Geo-Physics
			Life Science

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group	
Certificate	Certificate	Science	Mathematics	
			Microbiology	
			Other Science	
			Physics	
			Statistics	
			Zoology	
		Social Science	Anthropology	
			Economics	
			Geography	
			History	
			Mathematics	
			Other Social Science	
			Philosophy	
			Political Science	
			Population Studies	
			Psychology	
		Social Work	Public Administration	
			Sociology	
			Statistics	
			Social Work	
			Veterinary & Animal Sciences	Dairy Science
				Veterinary & Animal Sciences
			Women Studies	Women Studies
Diploma	A.N.M.	Medical Science	Nursing	
	D.Ed.	Education	Education	
	D.Pharma	Medical Science	Pharmacy	
	D.Voc.	Education	Education	
	Diploma	Agriculture	Agriculture	
			Forestry	
			Horticulture	
			Sericulture	
		Area Studies	Area Studies	
		Commerce	Commerce	
			Foreign Trade	
			Criminology & Forensic Science	Criminology & Forensic Science
		Cultural Studies	Cultural Studies	
		Defence Studies	Defence Studies	
		Design	Design	
			Interior Design	
		Disability Studies	Disability Studies	
		Education	Education	
		Engineering & Technology	Aeronautical Engineering	
			Agriculture Engineering	
			Architecture	
			Chemical Engineering	
			Civil Engineering	
			Computer Engineering	
			Dairy Technology	
			Electrical Engineering	
			Electronics Engineering	
			Food Technology	
			Information Technology	

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
Diploma	Diploma	Engineering & Technology	Marine Engineering
			Mechanical Engineering
			Metallurgical Engineering
			Mining Engineering
			Other Engineering & Technology
			Planning
			Transportation Planning
		Fashion Technology	Fashion Technology
			Fine Arts
		Fine Arts	Fine Arts
			Music
			Performing Arts
			Visual Arts
		Fisheries Science	Fisheries Science
		Foreign Language	English
			French
			German
			Other Foreign Languages
			Spanish
		Gandhian Studies	Gandhian Studies
		Home Science	Food Technology
			Home Science
			Nutrition
		Indian Language	Bengali
			Hindi
			Kannada
			Malayalam
			Odiya
			Other Indian Languages
			Punjabi
			Sanskrit
			Tamil
			Telugu
		IT & Computer	Urdu
			Animation
			Computer Application
			Computer Science
			Graphics
			Information Technology
			Multi Media
		Journalism & Mass Communication	Journalism & Mass Communication
		Law	Civil Law
			Constitutional Law
			Cyber Crime
			International Law
			Law
		Library & Information Science	Library & Information Science
Linguistics	Linguistics		
Management	Agri-Business Management		
	Business Administration		
	Business Management		
	Event Management		



Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group	
Diploma	Diploma	Management	Financial Management	
			Hospital Administration	
			Hotel Management	
			Human Resource Management	
			International Business	
			Marketing Management	
			Other Management	
			Pharmaceutical Technology	
			Technology	
			Tourism Management	
			Marine Science / Oceanography	Marine Science / Oceanography
				Medical Science
			Anesthesiology	
		Ayurveda		
		Bio-Chemistry		
		Bio-Physics		
		Bio-Statistics		
		Bio-Technology		
		Cardiology		
		Dentistry		
		Dermatology		
		Endocrinology		
		ENT		
		Forensic Medicine/ Toxicology		
		Gastroenterology		
		General Medicine		
		General Surgery		
		Gynaecology		
		Haematology		
		Hepatology		
		Homeopathy		
		Hospital Administration		
		Indian Medicine		
		Lab Medicine		
		Medical Physics		
		Microbiology		
		Nephrology		
		Neurology		
		Nuclear Medicine		
		Nursing		
		Occupational Therapy		
		Oncology		
		Ophthalmology		
		Orthopaedics		
		Other Medical Science		
		Pathology		
		Pediatrics		
Pharmacy				
Physiology				
Physiotherapy				
Plastic Surgery				
Psychiatry				

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
<b>Diploma</b>	Diploma	Medical Science	Public Health
			Radiology
			Radiotherapy
			Unani
			Urology
		Oriental Learning	Jyotisha
			Oriental Learning
			Veda
		Physical Education	Physical Education
			Yoga
		Religious Studies	Buddhist Studies
			Christian Studies
			Islamic Studies
			Jainism
			Religious Studies
			Theology
			Science
		Bio-Chemistry	Bio-Chemistry
			Bio-Science
			Bio-Technology
			Botany
			Chemistry
			Electronics
			Environmental Science
			Genetics
			Geology
			Geo-Physics
			Life Science
			Mathematics
			Microbiology
			Other Science
			Physics
			Statistics
			Zoology
		Social Science	Anthropology
			Economics
			Geography
			History
			Mathematics
			Other Social Science
			Philosophy
			Political Science
			Population Studies
			Psychology
			Public Administration
			Sociology
			Statistics
Social Work	Social Work		
Veterinary & Animal Sciences	Dairy Science		
	Veterinary & Animal Sciences		
Women Studies	Women Studies		
G.N.M.	Medical Science	Nursing	
<b>Integrated</b>	B.A. B.Ed.	Education	Education

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group				
Integrated	B.A. L.L.B.	Law	Law				
	B.B.A. L.L.B.	Law	Law				
	B.Com. B.Ed.	Education	Education				
	B.Com. L.L.B.	Law	Law				
	B.S. M.S.	Engineering & Technology		Aeronautical Engineering			
				Agriculture Engineering			
				Architecture			
				Chemical Engineering			
				Civil Engineering			
				Computer Engineering			
				Dairy Technology			
				Electrical Engineering			
				Electronics Engineering			
				Food Technology			
				Information Technology			
				Marine Engineering			
				Mechanical Engineering			
				Metallurgical Engineering			
				Mining Engineering			
				Other Engineering & Technology			
				Planning			
				Transportation Planning			
				Urban Planning			
				IT & Computer			Animation
							Computer Application
							Computer Science
							Graphics
							Information Technology
							Multi Media
							Science
				Science			Bio-Chemistry
							Bio-Science
							Bio-Technology
							Botany
							Chemistry
							Electronics
							Environmental Science
							Genetics
	Geology						
	Geo-Physics						
	Life Science						
	Mathematics						
	Microbiology						
	Other Science						
	Physics						
	Statistics						
	Zoology						
B.Sc. B.Ed.	Education	Education					
B.Sc. L.L.B.	Law	Law					
B.Tech M.Tech	Engineering & Technology		Aeronautical Engineering				
			Agriculture Engineering				
			Architecture				
			Chemical Engineering				

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group	
Integrated	B.Tech M.Tech	Engineering & Technology	Civil Engineering	
			Computer Engineering	
			Dairy Technology	
			Electrical Engineering	
			Electronics Engineering	
			Food Technology	
			Information Technology	
			Marine Engineering	
			Mechanical Engineering	
			Metallurgical Engineering	
			Mining Engineering	
			Other Engineering & Technology	
			Planning	
			Transportation Planning	
			Urban Planning	
	Integrated M.A.	Social Science	Anthropology	
			Economics	
			Geography	
			History	
			Other Social Science	
			Philosophy	
			Political Science	
			Psychology	
			Public Administration	
			Sociology	
	Integrated M.B.A.	Management	Business Administration	
	Integrated M.C.A.	IT & Computer	Computer Application	
	Integrated M.Sc.	IT & Computer	Animation	
			Computer Application	
			Computer Science	
			Graphics	
			Information Technology	
			Multi Media	
			Science	Bio-Chemistry
				Bio-Science
				Bio-Technology
				Botany
		Chemistry		
		Electronics		
		Environmental Science		
		Genetics		
		Geology		
		Geo-Physics		
		Integrated Ph.D.	Agriculture	Life Science
				Mathematics
				Microbiology
				Other Science
Physics				
Statistics				
Zoology				
Forestry	Agriculture	Agriculture		
		Forestry		

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
Integrated	Integrated Ph.D	Agriculture	Horticulture
			Sericulture
		Area Studies	Area Studies
		Commerce	Commerce
			Foreign Trade
		Criminology & Forensic Science	Criminology & Forensic Science
		Cultural Studies	Cultural Studies
		Defence Studies	Defence Studies
		Design	Design
			Interior Design
		Education	Education
		Engineering & Technology	Aeronautical Engineering
			Agriculture Engineering
			Architecture
			Chemical Engineering
			Civil Engineering
			Computer Engineering
			Dairy Technology
			Electrical Engineering
			Electronics Engineering
			Food Technology
			Information Technology
			Marine Engineering
			Mechanical Engineering
			Metallurgical Engineering
			Mining Engineering
			Other Engineering & Technology
			Planning
			Transportation Planning
			Urban Planning
		Fashion Technology	Fashion Technology
		Fine Arts	Fine Arts
			Music
			Performing Arts
			Visual Arts
		Fisheries Science	Fisheries Science
		Foreign Language	English
			French
			German
			Other Foreign Languages
			Spanish
		Gandhian Studies	Gandhian Studies
		Home Science	Food Technology
			Home Science
			Nutrition
		Indian Language	Bengali
			Hindi
			Kannada
			Malayalam
			Odiya
	Other Indian Languages		
	Punjabi		

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group	
Integrated	Integrated Ph.D	Indian Language	Sanskrit	
			Tamil	
			Telugu	
		IT & Computer	Urdu	
			Animation	
			Computer Application	
			Computer Science	
			Graphics	
			Information Technology	
			Multi Media	
		Journalism & Mass Communication	Journalism & Mass Communication	
			Law	Civil Law
				Constitutional Law
				Cyber Crime
		International Law		
		Library & Information Science	Law	
			Library & Information Science	
		Linguistics	Linguistics	
		Management	Agri-Business Management	
			Business Administration	
			Business Management	
			Event Management	
			Financial Management	
			Hospital Administration	
			Hotel Management	
			Human Resource Management	
			International Business	
			Marketing Management	
			Other Management	
			Pharmaceutical Technology	
			Technology	
		Tourism Management		
		Marine Science / Oceanography	Marine Science / Oceanography	
		Medical Science	Anatomy	
			Anesthesiology	
			Ayurveda	
			Bio-Chemistry	
			Bio-Physics	
			Bio-Statistics	
			Bio-Technology	
			Cardiology	
			Dentistry	
			Dermatology	
			Endocrinology	
			ENT	
			Forensic Medicine/ Toxicology	
			Gastroenterology	
			General Medicine	
			General Surgery	
		Gynaecology		
		Haematology		
		Hepatology		



Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
Integrated	Integrated Ph.D	Medical Science	Homeopathy
			Hospital Administration
			Indian Medicine
			Lab Medicine
			Medical Physics
			Microbiology
			Nephrology
			Neurology
			Nuclear Medicine
			Nursing
			Occupational Therapy
			Oncology
			Ophthalmology
			Orthopaedics
			Other Medical Science
			Pathology
			Pediatrics
			Pharmacy
			Physiology
			Physiotherapy
		Plastic Surgery	
		Psychiatry	
		Public Health	
		Radiology	
		Radiotherapy	
		Unani	
		Urology	
		Oriental Learning	Jyotisha
			Oriental Learning
			Veda
		Physical Education	Physical Education
			Yoga
		Religious Studies	Buddhist Studies
			Christian Studies
			Islamic Studies
			Jainism
			Religious Studies
			Theology
		Science	Bio-Chemistry
			Bio-Science
			Bio-Technology
			Botany
			Chemistry
			Electronics
			Environmental Science
			Genetics
			Geology
			Geo-Physics
			Life Science
			Mathematics
			Microbiology
			Other Science

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
Integrated	Integrated Ph.D	Science	Physics
			Statistics
			Zoology
		Social Science	Anthropology
			Economics
			Geography
			History
			Mathematics
			Other Social Science
			Philosophy
			Political Science
			Population Studies
			Psychology
		Social Work	Public Administration
			Sociology
			Statistics
	Social Work		
	Veterinary & Animal Sciences	Dairy Science	
		Veterinary & Animal Sciences	
	Women Studies	Women Studies	
M.A. B.Ed.	Education	Education	
M.Com. B.Ed.	Education	Education	
M.Sc. B.Ed.	Education	Education	
M.Phil.	Anu Parangat	Indian Language	Bengali
			Hindi
			Kannada
			Malayalam
			Odiya
			Other Indian Languages
			Punjabi
			Sanskrit
			Tamil
			Telugu
		Urdu	
		Social Science	Anthropology
			Economics
			Geography
			History
			Mathematics
	Other Social Science		
	Philosophy		
	M.Phil.	Agriculture	Political Science
			Psychology
			Public Administration
		Area Studies	Sociology
			Agriculture
Forestry			
Commerce		Horticulture	
	Sericulture		
	Area Studies		
	Commerce		
	Foreign Trade		

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
M.Phil.	M.Phil.	Criminology & Forensic Science	Criminology & Forensic Science
		Cultural Studies	Cultural Studies
		Defence Studies	Defence Studies
		Design	Design
			Interior Design
		Disability Studies	Disability Studies
		Education	Education
		Engineering & Technology	Aeronautical Engineering
			Agriculture Engineering
			Architecture
			Chemical Engineering
			Civil Engineering
			Computer Engineering
			Dairy Technology
			Electrical Engineering
			Electronics Engineering
			Food Technology
			Information Technology
			Marine Engineering
			Mechanical Engineering
			Metallurgical Engineering
			Mining Engineering
			Other Engineering & Technology
			Planning
			Transportation Planning
			Urban Planning
			Fashion Technology
		Fine Arts	Fine Arts
			Music
			Performing Arts
			Visual Arts
		Fisheries Science	Fisheries Science
		Foreign Language	English
			French
			German
			Other Foreign Languages
			Spanish
		Gandhian Studies	Gandhian Studies
		Home Science	Food Technology
			Home Science
			Nutrition
		Indian Language	Bengali
			Hindi
			Kannada
			Malayalam
			Odiya
			Other Indian Languages
	Punjabi		
	Sanskrit		
	Tamil		
	Telugu		
	Urdu		

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group	
M.Phil.	M.Phil.	IT & Computer	Animation	
			Computer Application	
			Computer Science	
			Graphics	
			Information Technology	
		Journalism & Mass Communication	Multi Media	
			Journalism & Mass Communication	
			Law	Civil Law
				Constitutional Law
				Cyber Crime
		International Law		
		Library & Information Science	Law	
			Library & Information Science	
			Linguistics	
			Management	Linguistics
				Agri-Business Management
				Business Administration
				Business Management
				Event Management
				Financial Management
				Hospital Administration
				Hotel Management
				Human Resource Management
				International Business
				Marketing Management
				Other Management
		Pharmaceutical Technology		
		Technology		
		Tourism Management		
		Marine Science / Oceanography	Marine Science / Oceanography	
			Medical Science	Anatomy
				Anesthesiology
				Ayurveda
				Bio-Chemistry
				Bio-Physics
				Bio-Statistics
				Bio-Technology
				Cardiology
				Dentistry
		Dermatology		
		Endocrinology		
		ENT		
		Forensic Medicine/ Toxicology		
		Gastroenterology		
		General Medicine		
		General Surgery		
		Gynaecology		
		Haematology		
		Hepatology		
		Homeopathy		
Hospital Administration				
Indian Medicine				
Lab Medicine				

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group	
M.Phil.	M.Phil.	Medical Science	Medical Physics	
			Microbiology	
			Nephrology	
			Neurology	
			Nuclear Medicine	
			Nursing	
			Occupational Therapy	
			Oncology	
			Ophthalmology	
			Orthopaedics	
			Other Medical Science	
			Pathology	
			Pediatrics	
			Pharmacy	
			Physiology	
			Physiotherapy	
			Plastic Surgery	
			Psychiatry	
			Public Health	
			Radiology	
		Radiotherapy		
		Unani		
		Urology		
		Oriental Learning	Jyotisha	
			Oriental Learning	
			Veda	
		Physical Education	Physical Education	
			Yoga	
		Religious Studies	Buddhist Studies	
			Christian Studies	
			Islamic Studies	
			Jainism	
			Religious Studies	
		Science	Theology	
			Bio-Chemistry	
			Bio-Science	
			Bio-Technology	
			Botany	
			Chemistry	
			Electronics	
			Environmental Science	
			Genetics	
			Geology	
			Geo-Physics	
			Life Science	
			Mathematics	
			Microbiology	
			Other Science	
			Physics	
			Statistics	
			Zoology	
			Social Science	Anthropology

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
M.Phil.	M.Phil.	Social Science	Economics
			Geography
			History
			Mathematics
			Other Social Science
			Philosophy
			Political Science
			Population Studies
			Psychology
			Public Administration
			Sociology
			Statistics
			Social Work
			Social Work
M.Phil.	M.Phil.	Veterinary & Animal Sciences	Dairy Science
			Veterinary & Animal Sciences
			Women Studies
			Women Studies
PG Diploma	PG Diploma	Agriculture	Agriculture
			Forestry
			Horticulture
			Sericulture
			Area Studies
			Area Studies
			Commerce
			Commerce
			Foreign Trade
			Criminology & Forensic Science
			Criminology & Forensic Science
			Cultural Studies
			Cultural Studies
			Defence Studies
			Defence Studies
			Design
			Design
			Interior Design
			Disability Studies
			Disability Studies
			Education
			Education
			Engineering & Technology
			Aeronautical Engineering
			Agriculture Engineering
			Architecture
			Chemical Engineering
			Civil Engineering
			Computer Engineering
			Dairy Technology
			Electrical Engineering
			Electronics Engineering
			Food Technology
			Information Technology
Marine Engineering			
Mechanical Engineering			
Metallurgical Engineering			
Mining Engineering			
Other Engineering & Technology			
Planning			
Transportation Planning			
Urban Planning			
Urban Planning			
Fashion Technology			
Fashion Technology			
Fine Arts			
Fine Arts			
Music			
Music			



Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
PG Diploma	PG Diploma	Fine Arts	Performing Arts
			Visual Arts
		Fisheries Science	Fisheries Science
		Foreign Language	English
			French
			German
			Other Foreign Languages
			Spanish
		Gandhian Studies	Gandhian Studies
		Home Science	Food Technology
			Home Science
			Nutrition
		Indian Language	Bengali
			Hindi
			Kannada
			Malayalam
			Odiya
			Other Indian Languages
			Punjabi
			Sanskrit
			Tamil
			Telugu
			Urdu
		IT & Computer	Animation
			Computer Application
			Computer Science
			Graphics
			Information Technology
			Multi Media
		Journalism & Mass Communication	Journalism & Mass Communication
		Law	Civil Law
			Constitutional Law
			Cyber Crime
			International Law
			Law
		Library & Information Science	Library & Information Science
		Linguistics	Linguistics
		Management	Agri-Business Management
			Business Administration
			Business Management
			Event Management
			Financial Management
			Hospital Administration
			Hotel Management
			Human Resource Management
			International Business
			Marketing Management
			Other Management
			Pharmaceutical Technology
			Technology
			Tourism Management
		Marine Science / Oceanography	Marine Science / Oceanography

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
PG Diploma	PG Diploma	Medical Science	Anatomy
			Anesthesiology
			Ayurveda
			Bio-Chemistry
			Bio-Physics
			Bio-Statistics
			Bio-Technology
			Cardiology
			Dentistry
			Dermatology
			Endocrinology
			ENT
			Forensic Medicine/ Toxicology
			Gastroenterology
			General Medicine
			General Surgery
			Gynaecology
			Haematology
			Hepatology
			Homeopathy
			Hospital Administration
			Indian Medicine
			Lab Medicine
			Medical Physics
			Microbiology
			Nephrology
			Neurology
			Nuclear Medicine
			Nursing
			Occupational Therapy
			Oncology
			Ophthalmology
			Orthopaedics
			Other Medical Science
			Pathology
			Pediatrics
			Pharmacy
			Physiology
			Physiotherapy
			Plastic Surgery
			Psychiatry
			Public Health
			Radiology
			Radiotherapy
			Unani
			Urology
			Oriental Learning
Oriental Learning			
Veda			
Physical Education			Physical Education
			Yoga
Religious Studies			Buddhist Studies

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group		
PG Diploma	PG Diploma	Religious Studies	Christian Studies		
			Islamic Studies		
			Jainism		
		Science			Religious Studies
					Theology
					Bio-Chemistry
					Bio-Science
					Bio-Technology
					Botany
					Chemistry
					Electronics
					Environmental Science
					Genetics
					Geology
					Geo-Physics
					Life Science
					Mathematics
					Microbiology
					Other Science
					Physics
					Statistics
					Zoology
					Social Science
		Economics			
		Geography			
		History			
		Mathematics			
		Other Social Science			
		Philosophy			
		Political Science			
		Population Studies			
		Psychology			
		Social Work			Public Administration
Sociology					
Veterinary & Animal Sciences			Statistics		
			Social Work		
Women Studies			Dairy Science		
			Veterinary & Animal Sciences		
Ph.D.	Ayurveda Vachaspati	Medical Science	Women Studies		
	D.Litt. D.M.	Linguistics Medical Science	Ayurveda		
			Linguistics		
			Anatomy		
			Anesthesiology		
			Ayurveda		
			Bio-Chemistry		
			Bio-Physics		
			Bio-Statistics		
			Bio-Technology		
Cardiology					
Dentistry					
Dermatology					

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
Ph.D.	D.M.	Medical Science	Endocrinology
			ENT
			Forensic Medicine/ Toxicology
			Gastroenterology
			General Medicine
			General Surgery
			Gynaecology
			Haematology
			Hepatology
			Homeopathy
			Hospital Administration
			Indian Medicine
			Lab Medicine
			Medical Physics
			Microbiology
			Nephrology
			Neurology
			Nuclear Medicine
			Nursing
			Occupational Therapy
			Oncology
			Ophthalmology
			Orthopaedics
			Other Medical Science
			Pathology
			Pediatrics
			Pharmacy
			Physiology
			Physiotherapy
			Plastic Surgery
			Psychiatry
			Public Health
			Radiology
	Radiotherapy		
	Unani		
	Urology		
	D.Mus.	Fine Arts	Music
	D.O.L.	Oriental Learning	Oriental Learning
	D.Phil.	Social Science	Philosophy
	D.Sc.	Science	Science
	L.L.D.	Law	Civil Law
			Constitutional Law
			International Law
			Law
	M.Ch.	Medical Science	Cardiology
			Endocrinology
			Gastroenterology
Neurology			
Oncology			
Pediatrics			
Plastic Surgery			
Urology			

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
Ph.D.	Ph.D.	Agriculture	Agriculture
			Forestry
			Horticulture
			Sericulture
		Area Studies	Area Studies
			Commerce
		Commerce	Foreign Trade
			Criminology & Forensic Science
		Cultural Studies	Cultural Studies
		Defence Studies	Defence Studies
		Design	Design
			Interior Design
		Disability Studies	Disability Studies
		Education	Education
		Engineering & Technology	Aeronautical Engineering
			Agriculture Engineering
			Architecture
			Chemical Engineering
			Civil Engineering
			Computer Engineering
			Dairy Technology
			Electrical Engineering
			Electronics Engineering
			Food Technology
			Information Technology
			Marine Engineering
			Mechanical Engineering
			Metallurgical Engineering
			Mining Engineering
			Other Engineering & Technology
			Planning
			Transportation Planning
			Urban Planning
			Fashion Technology
		Fine Arts	Fine Arts
			Music
			Performing Arts
			Visual Arts
		Fisheries Science	Fisheries Science
		Foreign Language	English
			French
			German
			Other Foreign Languages
			Spanish
		Gandhian Studies	Gandhian Studies
		Home Science	Food Technology
			Home Science
			Nutrition
		Indian Language	Bengali
			Hindi
Kannada			
Malayalam			

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group	
Ph.D.	Ph.D.	Indian Language	Odiya	
			Other Indian Languages	
			Punjabi	
			Sanskrit	
			Tamil	
			Telugu	
		IT & Computer	Animation	
			Computer Application	
			Computer Science	
			Graphics	
			Information Technology	
			Multi Media	
		Journalism & Mass Communication	Journalism & Mass Communication	
			Law	Civil Law
				Constitutional Law
				Cyber Crime
		International Law		
		Library & Information Science	Library & Information Science	
			Linguistics	
		Management	Agri-Business Management	
			Business Administration	
			Business Management	
			Event Management	
			Financial Management	
			Hospital Administration	
			Hotel Management	
			Human Resource Management	
			International Business	
			Marketing Management	
			Other Management	
			Pharmaceutical Technology	
			Technology	
			Tourism Management	
		Marine Science / Oceanography	Marine Science / Oceanography	
			Medical Science	Anatomy
		Anesthesiology		
		Ayurveda		
		Bio-Chemistry		
		Bio-Physics		
		Bio-Statistics		
		Bio-Technology		
		Cardiology		
		Dentistry		
		Dermatology		
		Endocrinology		
		ENT		
		Forensic Medicine/ Toxicology		
		Gastroenterology		
		General Medicine		
		General Surgery		



Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
Ph.D.	Ph.D.	Medical Science	Gynaecology
			Haematology
			Hepatology
			Homeopathy
			Hospital Administration
			Indian Medicine
			Lab Medicine
			Medical Physics
			Microbiology
			Nephrology
			Neurology
			Nuclear Medicine
			Nursing
			Occupational Therapy
			Oncology
			Ophthalmology
			Orthopaedics
			Other Medical Science
			Pathology
			Pediatrics
			Pharmacy
			Physiology
			Physiotherapy
			Plastic Surgery
			Psychiatry
			Public Health
			Radiology
			Radiotherapy
		Unani	
		Urology	
		Oriental Learning	Jyotisha
			Oriental Learning
			Veda
		Physical Education	Physical Education
			Yoga
		Religious Studies	Buddhist Studies
			Christian Studies
			Islamic Studies
			Jainism
			Religious Studies
			Theology
		Science	Bio-Chemistry
			Bio-Science
			Bio-Technology
			Botany
			Chemistry
			Electronics
			Environmental Science
			Genetics
			Geology
			Geo-Physics
			Life Science

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group	
Ph.D.	Ph.D.	Science	Mathematics	
			Microbiology	
			Other Science	
			Physics	
			Statistics	
			Zoology	
		Social Science	Anthropology	
			Economics	
			Geography	
			History	
			Mathematics	
			Other Social Science	
			Philosophy	
			Political Science	
			Population Studies	
			Psychology	
			Public Administration	
		Social Work	Sociology	
			Statistics	
			Social Work	
			Social Work	
		Veterinary & Animal Sciences	Dairy Science	
			Veterinary & Animal Sciences	
		Women Studies	Women Studies	
		Vidya Vachaspati	Oriental Learning	Jyotisha
				Oriental Learning
				Veda
	Vidya Varidhi	Oriental Learning	Jyotisha	
			Oriental Learning	
			Veda	
	Post Graduate	Acharya	Oriental Learning	Jyotisha
				Oriental Learning
				Veda
C.P.A.		Commerce	Commerce	
L.L.M.		Law	Civil Law	
			Constitutional Law	
			Cyber Crime	
			International Law	
			Law	
M.A.		Area Studies	Area Studies	
			Cultural Studies	
			Defence Studies	
			Design	
			Interior Design	
			Disability Studies	
			Disability Studies	
			Education	
			Education	
			Fashion Technology	
			Fashion Technology	
			Foreign Language	
English				
French				
German				
Other Foreign Languages				
Spanish				
Gandhian Studies	Gandhian Studies			
Indian Language	Bengali			

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
Post Graduate	M.A.	Indian Language	Hindi
			Kannada
			Malayalam
			Odiya
			Other Indian Languages
			Punjabi
			Sanskrit
			Tamil
			Telugu
		Urdu	
		Journalism & Mass Communication	Journalism & Mass Communication
		Library & Information Science	Library & Information Science
		Oriental Learning	Oriental Learning
		Religious Studies	Buddhist Studies
			Christian Studies
			Islamic Studies
			Jainism
			Religious Studies
			Theology
			Social Science
		Economics	
		Geography	
		History	
	Mathematics		
	Other Social Science		
	Philosophy		
	Political Science		
	Psychology		
	Public Administration		
	Sociology		
	Statistics		
	Women Studies	Women Studies	
	M.A.M.S.	Medical Science	Ayurveda
	M.Arch.	Engineering & Technology	Architecture
	M.B.A.	Management	Business Administration
	M.B.A.(Pharma. Tech.)	Management	Pharmaceutical Technology
	M.B.A.(Tech.)	Management	Technology
M.C.A.	IT & Computer	Computer Application	
M.Com.	Commerce	Commerce	
M.D.	Medical Science	Anatomy	
		Anesthesiology	
		Ayurveda	
		Bio-Chemistry	
		Bio-Physics	
		Bio-Statistics	
		Bio-Technology	
		Cardiology	
		Dentistry	
		Dermatology	
		Endocrinology	
		ENT	

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
Post Graduate	M.D.	Medical Science	Forensic Medicine/ Toxicology
			Gastroenterology
			General Medicine
			General Surgery
			Gynaecology
			Haematology
			Hepatology
			Homeopathy
			Hospital Administration
			Indian Medicine
			Lab Medicine
			Medical Physics
			Microbiology
			Nephrology
			Neurology
			Nuclear Medicine
			Nursing
			Occupational Therapy
			Oncology
			Ophthalmology
			Orthopaedics
			Other Medical Science
			Pathology
			Pediatrics
	Pharmacy		
	Physiology		
	Physiotherapy		
	Plastic Surgery		
	Psychiatry		
	Public Health		
	Radiology		
	Radiotherapy		
	Unani		
	Urology		
M.D.S.	Medical Science	Dentistry	
M.Dance	Fine Arts	Performing Arts	
M.Des.	Design	Design	
		Interior Design	
M.E.	Engineering & Technology	Aeronautical Engineering	
		Agriculture Engineering	
		Architecture	
		Chemical Engineering	
		Civil Engineering	
		Computer Engineering	
		Dairy Technology	
		Electrical Engineering	
		Electronics Engineering	
		Food Technology	
		Information Technology	
		Marine Engineering	
		Mechanical Engineering	
		Metallurgical Engineering	

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
Post Graduate	M.E.	Engineering & Technology	Mining Engineering Other Engineering & Technology
	M.Ed.	Education	Education
	M.F.A.	Fine Arts	Fine Arts
			Performing Arts
			Visual Arts
	M.F.M.	Management	Other Management
	M.F.M.	Management	Financial Management
	M.F.Sc.	Fisheries Science	Fisheries Science
	M.F.T.	Commerce	Foreign Trade
	M.F.Tech.	Fashion Technology	Fashion Technology
	M.H.A.	Management	Hospital Administration
	M.H.M.S.	Medical Science	Homeopathy
	M.H.R.D.	Management	Human Resource Management
	M.I.B.	Management	International Business
	M.J.	Journalism & Mass Communication	Journalism & Mass Communication
	M.J.M.C.	Journalism & Mass Communication	Journalism & Mass Communication
	M.L.	Law	Civil Law
			Constitutional Law
			Cyber Crime
			International Law
			Law
	M.L.I.Sc.	Library & Information Science	Library & Information Science
	M.Lib.Sc.	Library & Information Science	Library & Information Science
	M.Litt.	Linguistics	Linguistics
	M.M.C.	Journalism & Mass Communication	Journalism & Mass Communication
	M.Mgt.	Management	Business Management
	M.Mkt.M.	Management	Marketing Management
	M.Mus.	Fine Arts	Music
	M.O.L.	Oriental Learning	Jyotisha
			Oriental Learning
			Veda
	M.O.T.	Medical Science	Occupational Therapy
	M.Optom.	Medical Science	Ophthalmology
	M.P.A.	Fine Arts	Performing Arts
	M.P.E.	Physical Education	Physical Education
			Yoga
	M.P.Ed.	Physical Education	Physical Education
			Yoga
	M.P.H.	Medical Science	Public Health
	M.P.S.	Social Science	Population Studies
	M.P.T.	Medical Science	Physiotherapy
	M.Pharm.	Medical Science	Pharmacy
	M.Plan.	Engineering & Technology	Planning
	M.Q.P.M.	Management	Other Management
	M.S.	Engineering & Technology	Aeronautical Engineering
			Agriculture Engineering
			Architecture
			Chemical Engineering
			Civil Engineering
			Computer Engineering
			Dairy Technology

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group	
Post Graduate	M.S.	Engineering & Technology	Electrical Engineering	
			Electronics Engineering	
			Information Technology	
			Marine Engineering	
			Mechanical Engineering	
			Metallurgical Engineering	
			Mining Engineering	
			Other Engineering & Technology	
		IT & Computer	Animation	
			Computer Application	
			Computer Science	
			Graphics	
			Information Technology	
			Multi Media	
			Other IT & Computer	
		Medical Science	Anatomy	
			ENT	
			General Surgery	
			Gynaecology	
			Ophthalmology	
			Orthopaedics	
			Other Medical Science	
			Science	Bio-Chemistry
				Bio-Science
				Bio-Technology
		Botany		
		Chemistry		
		Electronics		
		Environmental Science		
		Genetics		
		Geology		
		Geo-Physics		
		Life Science		
	Mathematics			
	Microbiology			
	Other Science			
	Physics			
	Statistics			
	Zoology			
	M.S.W.	Social Work	Social Work	
	M.Sc.	Agriculture	Agriculture	
			Forestry	
			Horticulture	
			Sericulture	
			Other Agriculture	
		Area Studies	Area Studies	
		Criminology & Forensic Science	Criminology & Forensic Science	
		Defence Studies	Defence Studies	
		Disability Studies	Disability Studies	
		Fashion Technology	Fashion Technology	
		Fisheries Science	Fisheries Science	
		Gandhian Studies	Gandhian Studies	
		Home Science	Food Technology	
Home Science		Home Science		

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
Post Graduate	M.Sc.	Home Science	Nutrition
		IT & Computer	Animation
			Computer Application
			Computer Science
			Graphics
			Information Technology
			Multi Media
		Marine Science / Oceanography	Marine Science / Oceanography
		Medical Science	Anesthesiology
			Ayurveda
			Bio-Chemistry
			Bio-Physics
			Bio-Statistics
			Bio-Technology
			Cardiology
			Dentistry
			Dermatology
			Endocrinology
			ENT
			Forensic Medicine/ Toxicology
			Gastroenterology
			General Medicine
			General Surgery
			Gynaecology
			Haematology
			Hepatology
			Homeopathy
			Hospital Administration
			Indian Medicine
			Lab Medicine
			Medical Management
			Medical Physics
			Medical Science
			Microbiology
			Nephrology
			Neurology
			Nuclear Medicine
			Nursing
			Occupational Therapy
			Oncology
			Ophthalmology
			Orthopaedics
			Other Medical Science
			Pathology
			Pediatrics
			Pharmacy
			Physiology
	Physiotherapy		
	Plastic Surgery		
	Psychiatry		
	Public Health		
	Radiology		



Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group	
Post Graduate	M.Sc.	Medical Science	Radiotherapy	
			Unani	
			Urology	
		Religious Studies	Buddhist Studies	
			Christian Studies	
			Islamic Studies	
			Jainism	
			Religious Studies	
			Theology	
			Science	Bio-Chemistry
				Bio-Science
				Bio-Technology
				Botany
		Chemistry		
		Electronics		
		Environmental Science		
		Genetics		
		Geology		
		Geo-Physics		
		Life Science		
		Mathematics		
		Microbiology		
		Other Science		
		Physics		
		Statistics		
		Zoology		
		Social Science	Anthropology	
			Economics	
			Geography	
			History	
			Other Social Science	
			Philosophy	
			Political Science	
	Psychology			
	Public Administration			
	Sociology			
	Veterinary & Animal Sciences	Dairy Science		
		Veterinary & Animal Sciences		
	Women Studies	Women Studies		
	M.Sc. Nursing	Medical Science	Nursing	
	M.Sc. Tech.	Science	Other Science	
M.Sc. Tech.(Applied Geo-Physics)	Science	Geo-Physics		
M.Sc.(Medical Anatomy)	Medical Science	Anatomy		
M.Sc.(Medical Bio-Chemistry)	Science	Bio-Chemistry		
M.Sc.(Medical Microbiology)	Science	Microbiology		
M.Sc.(Medical Pharmacology)	Medical Science	Pharmacy		

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group		
Post Graduate	M.Sc.(Medical Physiology)	Medical Science	Physiology		
	M.Stat.	Science	Statistics		
	M.T.P.M.	Engineering & Technology	Transportation Planning		
	M.Tech.	Engineering & Technology	Aeronautical Engineering		
			Agriculture Engineering		
			Architecture		
			Chemical Engineering		
			Civil Engineering		
			Computer Engineering		
			Dairy Technology		
			Electrical Engineering		
			Electronics Engineering		
			Food Technology		
			Information Technology		
			Marine Engineering		
			Mechanical Engineering		
			Metallurgical Engineering		
			Mining Engineering		
			Other Engineering & Technology		
	M.U.M.S.	Medical Science	Unani		
	M.U.P.	Engineering & Technology	Urban Planning		
	M.V.Sc.	Veterinary & Animal Sciences	Dairy Science		
			Veterinary & Animal Sciences		
	P.G.D.M.	Management	Agri-Business Management		
			Business Administration		
			Business Management		
			Event Management		
			Financial Management		
			Hotel Management		
			Human Resource Management		
			Marketing Management		
			Other Management		
			Tourism Management		
			P.G.P.	Management	Agri-Business Management
					Business Administration
					Business Management
	Event Management				
	Financial Management				
	Hotel Management				
	Human Resource Management				
Marketing Management					
Other Management					
Tourism Management					
Parangat	Indian Language	Bengali			
		Hindi			
		Kannada			
		Malayalam			
		Odiya			
		Other Indian Languages			
		Punjabi			
Sanskrit					

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group	
Post Graduate	Parangat	Indian Language	Tamil	
			Telugu	
			Urdu	
		Social Science	Anthropology	
			Economics	
			Geography	
			History	
			Mathematics	
			Other Social Science	
			Philosophy	
			Political Science	
			Psychology	
	Public Administration			
	Sociology			
	Pharm.D.	Medical Science	Pharmacy	
Samaj Karya Parangat	Social Work	Social Work		
Samaj Vidya Parangat	Social Science	Anthropology		
		Other Social Science		
		Sociology		
Shiksha Acharya	Education	Education		
Shikshan Parangat	Education	Education		
Vachaspati	Medical Science	Ayurveda		
Under Graduate	Alankar	Oriental Learning	Oriental Learning	
	Ayurvedacharya	Medical Science	Ayurveda	
	B.A.	Arts	Arts	
	B.A.(Hons)	Area Studies	Cultural Studies	Cultural Studies
			Defence Studies	Defence Studies
			Design	Interior Design
			Education	Education
			Fine Arts	Music
			Foreign Language	English
				French
				German
				Other Foreign Languages
				Spanish
				Gandhian Studies
			Home Science	Home Science
			Indian Language	Bengali
				Hindi
				Kannada
				Malayalam
				Odiya
				Other Indian Languages
	Punjabi			
	Sanskrit			
Tamil				
Telugu				
Urdu				
Journalism & Mass Communication	Journalism & Mass Communication	Journalism & Mass Communication		

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group	
Under Graduate	B.A.(Hons)	Library & Information Science	Library & Information Science	
		Oriental Learning	Oriental Learning	
		Religious Studies	Buddhist Studies	
			Christian Studies	
			Islamic Studies	
			Jainism	
			Religious Studies	
			Theology	
		Social Science	Anthropology	
			Archaeology	
			Economics	
			Geography	
			History	
			Human Rights	
			Mathematics	
			Other Social Science	
			Philosophy	
		Political Science		
		Psychology		
		Public Administration		
		Sociology		
		Statistics		
		Women Studies	Women Studies	
	B.A.M.	Medical Science	Ayurveda	
	B.A.M.S.	Medical Science	Ayurveda	
	B.A.S.L.P.	Medical Science	Pathology	
	B.Agri.	Agriculture	Agriculture	Agriculture
				Forestry
				Horticulture
				Sericulture
	B.Architecture	Engineering & Technology	Architecture	
	B.B.A.	Management	Business Administration	
	B.B.M.	Management	Agri-Business Management	Agri-Business Management
				Business Management
				Event Management
				Hotel Management
				Tourism Management
	B.B.S.	Management	Business Studies	
	B.C.A.	IT & Computer	Computer Application	
	B.C.E.	Engineering & Technology	Civil Engineering	
	B.C.L.	Law	Civil Law	
	B.Ch.E.	Engineering & Technology	Chemical Engineering	
	B.Chem.Tech.	Engineering & Technology	Chemical Engineering	
	B.Com.	Commerce	Commerce	
	B.D.S.	Medical Science	Dentistry	
	B.Dance	Fine Arts	Performing Arts	
B.Des.	Design	Design	Design	
			Interior Design	
B.E.	Engineering & Technology	Aeronautical Engineering	Aeronautical Engineering	
			Agriculture Engineering	
			Architecture	
			Chemical Engineering	

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group
Under Graduate	B.E.	Engineering & Technology	Civil Engineering
			Computer Engineering
			Dairy Technology
			Electrical Engineering
			Electronics Engineering
			Food Technology
			Information Technology
			Marine Engineering
			Mechanical Engineering
			Metallurgical Engineering
			Mining Engineering
			Other Engineering & Technology
			B.Ed.
	B.F.A.	Fine Arts	Fine Arts
			Performing Arts
			Visual Arts
	B.F.Sc.	Fisheries Science	Fisheries Science
	B.F.Tech.	Fashion Technology	Fashion Technology
	B.G.L.	Law	Law
	B.H.A.	Medical Science	Hospital Administration
	B.H.M.	Management	Hotel Management
	B.H.M.C.T.	Management	Hotel Management
	B.H.M.S.	Medical Science	Homeopathy
	B.H.M.T.T.	Management	Hotel Management
	B.H.T.M.	Management	Hotel Management
	B.I.B.F.	Management	Business Administration
	B.I.M.	Medical Science	Indian Medicine
	B.J.	Journalism & Mass Communication	Journalism & Mass Communication
	B.J.M.C.	Journalism & Mass Communication	Journalism & Mass Communication
	B.L.	Law	Law
	B.Lib.I.Sc.	Library & Information Science	Library & Information Science
	B.Lib.Sc.	Library & Information Science	Library & Information Science
	B.Litt.	Linguistics	Linguistics
	B.M.M.	Fine Arts	Visual Arts
	B.Mus.	Fine Arts	Music
	B.N.Y.S.	Medical Science	Other Medical Science
	B.Nat.(Ayu)	Medical Science	Ayurveda
	B.Nat.(Yogic Sciences)	Physical Education	Yoga
	B.O.L.	Oriental Learning	Jyotisha
			Oriental Learning
			Veda
	B.O.T.	Medical Science	Occupational Therapy
	B.Optom.	Medical Science	Ophthalmology
	B.P.A.	Fine Arts	Performing Arts
	B.P.E.	Physical Education	Physical Education
			Yoga
	B.P.Ed.	Physical Education	Physical Education
			Yoga
	B.P.S.	Commerce	Commerce
	B.P.T.	Medical Science	Physiotherapy
B.Pharm.	Medical Science	Pharmacy	

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group		
Under Graduate	B.Pharm.(Ayu.)	Medical Science	Pharmacy		
	B.Plan.	Engineering & Technology	Planning		
	B.S.A.	IT & Computer	Information Technology		
		Management	Other Management		
	B.S.Course	Medical Science	Medical Management		
	B.S.M.S.	Medical Science	General Surgery		
	B.S.S.	Social Science	Social Science		
	B.S.W.	Social Work	Social Work		
	B.Sc.	Agriculture	Agriculture	Agriculture	
				Forestry	
				Horticulture	
				Sericulture	
			Area Studies	Area Studies	
			Criminology & Forensic Science	Criminology & Forensic Science	
			Defence Studies	Defence Studies	
			Fashion Technology	Fashion Technology	
			Fisheries Science	Fisheries Science	
			Gandhian Studies	Gandhian Studies	
			Home Science	Food Technology	
				Home Science	
				Nutrition	
			IT & Computer	Animation	
				Computer Application	
				Computer Science	
				Graphics	
				Information Technology	
				Multi Media	
			Library & Information Science	Library & Information Science	
			Marine Science / Oceanography	Marine Science / Oceanography	
			Medical Science	Medical Science	
			Religious Studies	Buddhist Studies	
				Christian Studies	
				Islamic Studies	
				Jainism	
				Religious Studies	
				Theology	
			Science	Science	
			Veterinary & Animal Sciences	Dairy Science	
				Veterinary & Animal Sciences	
			B.Sc.(Hons)	IT & Computer Science	Computer Science
					Bio-Chemistry
	Bio-Science				
	Bio-Technology				
	Botany				
	Chemistry				
	Electronics				
	Environmental Science				
Genetics					
Geology					
Geo-Physics					
Life Science					
Mathematics					

Table-1

Level	Programme Name	Broad Discipline Group	Discipline Group		
Under Graduate	B.Sc.(Hons)	Science	Microbiology		
			Other Science		
			Physics		
			Statistics		
			Zoology		
		Social Science	Anthropology		
			Economics		
			Geography		
			History		
			Other Social Science		
			Philosophy		
			Political Science		
			Psychology		
			Public Administration		
			Sociology		
	Women Studies	Women Studies			
	B.Sc.(Nursing)	Medical Science	Nursing		
	B.Sc.(Post Basic)	Medical Science	Nursing		
	B.Sc.(Sericulture)	Agriculture	Sericulture		
	B.Stat.	Science	Statistics		
	B.Tech.	Engineering & Technology	Aeronautical Engineering		
			Agriculture Engineering		
			Architecture		
			Chemical Engineering		
			Civil Engineering		
			Computer Engineering		
			Dairy Technology		
			Electrical Engineering		
			Electronics Engineering		
			Food Technology		
			Information Technology		
			Marine Engineering		
			Mechanical Engineering		
			Metallurgical Engineering		
			Mining Engineering		
			Other Engineering & Technology		
			B.U.M.S.	Medical Science	Unani
			B.V.Sc.	Veterinary & Animal Sciences	Dairy Science
	Veterinary & Animal Sciences				
	B.V.Sc.&A.H.	Veterinary & Animal Sciences	Veterinary & Animal Sciences		
	B.Voc.	Education	Education		
Hindi Shiksha Visharad	Education	Education			
L.L.B.	Law	Law			
M.B.B.S.	Medical Science	General Medicine			
Samaj Vidya Visharad	Social Work	Social Work			
Shastri	Oriental Learning	Oriental Learning			
Shiksha Shastri	Education	Education			
Shiksha Visharad	Education	Education			
Vidhya Nishnanat	Oriental Learning	Oriental Learning			
Vidhya Praveena	Oriental Learning	Oriental Learning			



**Table-1**

Level	Programme Name	Broad Discipline Group	Discipline Group
<b>Under Graduate</b>	Vidhyalankar	Oriental Learning	Oriental Learning
	Visharad	Oriental Learning	Oriental Learning

Table-2

Level	Programme Name	Expansion of Degree
Certificate Diploma	Certificate	Certificate
	A.N.M.	Auxiliary Nurse & Midwife
Integrated	D.Ed.	Diploma in Education
	D.Pharma	Diploma in Pharmacy
	D.Voc.	Diploma in Vocational Education
	Diploma	Diploma
	G.N.M.	General Nursing & Midwifery
	B.A. B.Ed.	Bachelor of Arts, Bachelor of Education
	B.A. L.L.B.	Bachelor of Arts, Bachelor of Law or Laws
	B.B.A. L.L.B.	Bachelor of Business Administration, Bachelor of Law or Laws
	B.Com. B.Ed.	Bachelor of Commerce, Bachelor of Education
	B.Com. L.L.B.	Bachelor of Commerce, Bachelor of Law
	B.S. M.S.	Bachelor of Science, Master of Science
	B.Sc. B.Ed.	Bachelor of Science, Bachelor of Education
	B.Sc. L.L.B.	Bachelor of Science, Bachelor of Law or Laws
	B.Tech M.Tech	Bachelor of Technology, Master of Technology
	Integrated M.A.	Integrated Master of Arts
	Integrated M.B.A.	Integrated Master of Business Administration
	Integrated M.C.A.	Integrated Master of Computer Applications
	Integrated M.Sc.	Integrated Master of Science
	Integrated Ph.D	Integrated Doctor of Philosophy
	M.Phil.	M.A. B.Ed.
M.Com. B.Ed.		Master of Commerce, Bachelor of Education
M.Sc. B.Ed.		Master of Science, Bachelor of Education
PG Diploma Ph.D.	Anu Parangat	Anu Parangat
	M.Phil.	Master of Philosophy
Post Graduate	PG Diploma	Post Graduate Diploma
	Ayurveda Vachaspati	Ph.D in Ayurveda
	D.Litt.	Doctor of Literature
	D.M.	Doctor of Medicine
	D.Mus.	Doctor of Music
	D.O.L.	Doctor of Oriental Learning
	D.Phil.	Doctor of Philosophy
	D.Sc.	Doctor of Science
	L.L.D.	Doctor of Laws
	M.Ch.	Master of Chirurgiae
	Ph.D.	Doctor of Philosophy
	Vidya Vachaspati	Vidya Vachaspati
	Vidya Varidhi	Vidya Varidhi
	Acharya	Acharya
	C.P.A.	Certified Public
	L.L.M.	Master of Law or Laws
	M.A.	Master of Arts
	M.A.M.S.	Master of Ayurved in Medicine and Surgery
	M.Arch.	Master of Architecture
	M.B.A.	Master of Business Administration
M.B.A.(Pharma. Tech.)	Master of Business Administration in Pharmaceutical Technology	
M.B.A.(Tech.)	Master of Business Administration in Technology	
M.C.A.	Master of Computer Applications	
M.Com.	Master of Commerce	

Table-2

Level	Programme Name	Expansion of Degree
Post Graduate	M.D.	Doctor of Medicine
	M.D.S.	Master of Dental Surgery
	M.Dance	Master of Dance
	M.Des.	Master of Design
	M.E.	Master of Engineering
	M.Ed.	Master of Education
	M.F.A.	Master of Fine Arts
	M.F.M.	Master of Fashion Management
	M.F.M.	Master of Financial Management
	M.F.Sc.	Master of Fishery Science
	M.F.T.	Master of Foreign Trade
	M.F.Tech.	Master of Fashion Technology
	M.H.A.	Master of Hospital Administration
	M.H.M.S.	Master of Homeopathic Medicine and Science
	M.H.R.D.	Master of Human Resource Development
	M.I.B.	Master of International Business
	M.J.	Master of Journalism
	M.J.M.C.	Master of Journalism and Mass Communication
	M.L.	Master of Laws
	M.L.I.Sc.	Master of Library & Information Science
	M.Lib.Sc.	Master of Library Science
	M.Litt.	Master of Literature or Master of Letters
	M.M.C.	Master in Mass Communication
	M.Mgt.	Master of Management
	M.Mkt.M.	Master of Marketing Management
	M.Mus.	Master of Music
	M.O.L.	Master of Oriental Learning
	M.O.T.	Master of Occupational Therapy
	M.Optom.	Master of Optometry
	M.P.A.	Master of Performing Arts
	M.P.E.	Master of Physical Education
	M.P.Ed.	Master of Physical Education
	M.P.H.	Master of Public Health
	M.P.S.	Master of Population Studies
	M.P.T.	Master of Physiotherapy
	M.Pharm.	Master of Pharmacy
	M.Plan.	Master of Planning
	M.Q.P.M.	Master of Quality and Productivity Management
	M.S.	Master of Science
		Master of Surgery
	M.S.W.	Master of Social Work
	M.Sc.	Master of Science
	M.Sc. Nursing	Master of Science in Nursing
	M.Sc. Tech.	Master of Science in Technology
	M.Sc. Tech.(Applied Geo-Physi	Master of Science in Technology (Applied Geo-Physics)
	M.Sc.(Medical Anatomy)	Master of Science in Medical Anatomy
	M.Sc.(Medical Bio-Chemistry)	Master of Science in Medical Bio-Chemistry
	M.Sc.(Medical Microbiology)	Master of Science in Medical Microbiology
	M.Sc.(Medical Pharmacology)	Master of Science in Medical Pharmacology
	M.Sc.(Medical Physiology)	Master of Science in Medical Physiology
M.Stat.	Master of Statistics	
M.T.P.M.	Master in Transportation Planning and Management	

Table-2

Level	Programme Name	Expansion of Degree
Post Graduate	M.Tech.	Master of Technology
	M.U.M.S.	Master of Unani Medicine and Surgery
	M.U.P.	Master of Urban Planning
	M.V.Sc.	Master of Veterinary Sciences
	P.G.D.M.	Post Graduate Diploma in Management
	P.G.P.	Post Graduate Programme in Management
	Parangat	Parangat
	Pharm.D.	Doctor of Pharmacy
	Samaj Karya Parangat	Samaj Karya Parangat
	Samaj Vidya Parangat	Samaj Vidya Parangat
	Shiksha Acharya	Shiksha Acharya
	Shikshan Parangat	Shikshan Parangat
Under Graduate	Vachaspati	Vachaspati
	Alankar	Alankar
	Ayurvedacharya	Ayurvedacharya
	B.A.	Bachelor of Arts
	B.A.(Hons)	Bachelor of Arts (Honors)
	B.A.M.	Bachelor of Ayurved Medicine
	B.A.M.S.	Bachelor of Ayurved Medicine & Surgery
	B.A.S.L.P.	Bachelor of Audiology and Speech Language Pathology
	B.Agri.	Bachelor of Agriculture
	B.Architecture	Bachelor of Architecture
	B.B.A.	Bachelor of Business Administration
	B.B.M.	Bachelor of Business Management
	B.B.S.	Bachelor of Business Studies
	B.C.A.	Bachelor of Computer Applications
	B.C.E.	Bachelor of Civil Engineering
	B.C.L.	Bachelor of Civil Law
	B.Ch.E.	Bachelor of Chemical Engineering
	B.Chem.Tech.	Bachelor of Chemical Technology
	B.Com.	Bachelor of Commerce
	B.D.S.	Bachelor of Dental Surgery
	B.Dance	Bachelor of Dance
	B.Des.	Bachelor of Design
	B.E.	Bachelor of Engineering
	B.Ed.	Bachelor of Education
	B.F.A.	Bachelor of Fine Arts
	B.F.Sc.	Bachelor of Fisheries Science
	B.F.Tech.	Bachelor of Fashion Technology
	B.G.L.	Bachelor of General Law
	B.H.A.	Bachelor of Hospital Administration
	B.H.M.	Bachelor of Hotel Management
	B.H.M.C.T.	Bachelor of Hotel Management and Catering Technology
	B.H.M.S.	Bachelor of Homeopathic Medicine and Surgery
	B.H.M.T.T.	Bachelor of Hotel Management, Travel and Tourism
B.H.T.M.	Bachelor of Hotel and Tourism Management	
B.I.B.F.	Bachelor of International Business and Finance	
B.I.M.	Bachelor of Indian Medicine	
B.J.	Bachelor of Journalism	
B.J.M.C.	Bachelor of Journalism and Mass Communication	
B.L.	Bachelor of Law or Laws	
B.Lib.I.Sc.	Bachelor of Library & Information Science	

Table-2

Level	Programme Name	Expansion of Degree
Under Graduate	<b>B.Lib.Sc.</b>	Bachelor of Library Science
	<b>B.Litt.</b>	Bachelor of Literature
	<b>B.M.M.</b>	Bachelor of Multi Media
	<b>B.Mus.</b>	Bachelor of Music
	<b>B.N.Y.S.</b>	Bachelor of Naturopathy and Yogic Sciences
	<b>B.Nat.(Ayu)</b>	Bachelor of Ayurved in Naturopathy
	<b>B.Nat.(Yogic Sciences)</b>	Bachelor of Naturopathy and Yogic Sciences
	<b>B.O.L.</b>	Bachelor of Oriental Learning
	<b>B.O.T.</b>	Bachelor of Occupational Therapy
	<b>B.Optom.</b>	Bachelor of Clinical Optometry
	<b>B.P.A.</b>	Bachelor of Performing Arts
	<b>B.P.E.</b>	Bachelor of Physical Education
	<b>B.P.Ed.</b>	Bachelor of Physical Education
	<b>B.P.S.</b>	Bachelor of Professional Studies
	<b>B.P.T.</b>	Bachelor of Physiotherapy
	<b>B.Pharm.</b>	Bachelor of Pharmacy
	<b>B.Pharm.(Ayu.)</b>	Bachelor of Ayurved in Pharmacy
	<b>B.Plan.</b>	Bachelor of Planning
	<b>B.S.A.</b>	Bachelor in Shipping Management
		Bachelor of System Administration
	<b>B.S.Course</b>	Bachelor of Science (Physician Assistant and Emergency & Trauma Care Management)
	<b>B.S.M.S.</b>	Bachelor of Sridhar Medicine and Surgery
	<b>B.S.S.</b>	Bachelor in Social Sciences
	<b>B.S.W.</b>	Bachelor of Social Work
	<b>B.Sc.</b>	Bachelor of Science
	<b>B.Sc.(Hons)</b>	Bachelor of Science (Honors)
	<b>B.Sc.(Nursing)</b>	Bachelor of Science in Nursing
	<b>B.Sc.(Post Basic)</b>	B.Sc (Post Basic)
	<b>B.Sc.(Sericulture)</b>	Bachelor of Science in Sericulture
	<b>B.Stat.</b>	Bachelor of Statistics
	<b>B.Tech.</b>	Bachelor of Technology
	<b>B.U.M.S.</b>	Bachelor of Unani Medicine and Surgery
	<b>B.V.Sc.</b>	Bachelor of Veterinary Science
	<b>B.V.Sc.&amp;A.H.</b>	Bachelor of Veterinary Science & Animal Husbandry
	<b>B.Voc.</b>	Bachelor of Vocational Education
	<b>Hindi Shiksha Visharad</b>	Hindi Shiksha Visharad
	<b>L.L.B.</b>	Bachelor of Law or Laws
	<b>M.B.B.S.</b>	Bachelor of Medicine and Bachelor of Surgery
	<b>Samaj Vidya Visharad</b>	Samaj Vidya Visharad
	<b>Shastri</b>	Shastri
	<b>Shiksha Shastri</b>	Shiksha Shastri
	<b>Shiksha Visharad</b>	Shiksha Visharad
	<b>Vidhya Nishnanat</b>	Vidhya Nishnanat
	<b>Vidhya Praveena</b>	Vidhya Praveena
	<b>Vidhyalankar</b>	Vidhyalankar
	<b>Visharad</b>	Visharad

**Table-3**

<b>Broad Discipline Group</b>	<b>Discipline Group</b>
<b>Agriculture</b>	Agriculture
	Forestry
	Horticulture
	Sericulture
<b>Area Studies</b>	Area Studies
<b>Arts</b>	Arts
<b>Commerce</b>	Commerce
	Foreign Trade
<b>Criminology &amp; Forensic Science</b>	Criminology & Forensic Science
<b>Cultural Studies</b>	Cultural Studies
<b>Defence Studies</b>	Defence Studies
<b>Design</b>	Design
	Interior Design
<b>Disability Studies</b>	Disability Studies
<b>Education</b>	Education
<b>Engineering &amp; Technology</b>	Aeronautical Engineering
	Agriculture Engineering
	Architecture
	Chemical Engineering
	Civil Engineering
	Computer Engineering
	Dairy Technology
	Electrical Engineering
	Electronics Engineering
	Food Technology
	Information Technology
	Marine Engineering
	Mechanical Engineering
	Metallurgical Engineering
	Mining Engineering
	Other Engineering & Technology
	Planning
	Transportation Planning
	Urban Planning
	<b>Fashion Technology</b>
<b>Fine Arts</b>	Fine Arts
	Music
	Performing Arts
	Visual Arts
<b>Fisheries Science</b>	Fisheries Science
<b>Foreign Language</b>	English
	French
	German
	Other Foreign Languages
	Spanish
<b>Gandhian Studies</b>	Gandhian Studies
<b>Home Science</b>	Food Technology

**Table-3**

<b>Broad Discipline Group</b>	<b>Discipline Group</b>
<b>Home Science</b>	Home Science
	Nutrition
<b>Indian Language</b>	Bengali
	Hindi
	Kannada
	Malayalam
	Odiya
	Other Indian Languages
	Punjabi
	Sanskrit
	Tamil
	Telugu
	Urdu
<b>IT &amp; Computer</b>	Animation
	Computer Application
	Computer Science
	Graphics
	Information Technology
	Multi Media
<b>Journalism &amp; Mass Communication</b>	Journalism & Mass Communication
<b>Law</b>	Civil Law
	Constitutional Law
	Cyber Crime
	International Law
	Law
<b>Library &amp; Information Science</b>	Library & Information Science
<b>Linguistics</b>	Linguistics
<b>Management</b>	Agri-Business Management
	Business Administration
	Business Management
	Business Studies
	Event Management
	Financial Management
	Hospital Administration
	Hotel Management
	Human Resource Management
	International Business
	Marketing Management
	Other Management
	Pharmaceutical Technology
	Technology
	Tourism Management
<b>Marine Science / Oceanography</b>	Marine Science / Oceanography
<b>Medical Science</b>	Anatomy
	Anesthesiology
	Ayurveda
	Bio-Chemistry



**Table-3**

Broad Discipline Group	Discipline Group
<b>Medical Science</b>	Bio-Physics
	Bio-Statistics
	Bio-Technology
	Cardiology
	Dentistry
	Dermatology
	Endocrinology
	ENT
	Forensic Medicine/ Toxicology
	Gastroenterology
	General Medicine
	General Surgery
	Gynaecology
	Haematology
	Hepatology
	Homeopathy
	Hospital Administration
	Indian Medicine
	Lab Medicine
	Medical Management
	Medical Physics
	Medical Science
	Microbiology
	Nephrology
	Neurology
	Nuclear Medicine
	Nursing
	Occupational Therapy
	Oncology
	Ophthalmology
	Orthopaedics
	Other Medical Science
	Pathology
Pediatrics	
Pharmacy	
Physiology	
Physiotherapy	
Plastic Surgery	
Psychiatry	
Public Health	
Radiology	
Radiotherapy	
Unani	
Urology	
<b>Oriental Learning</b>	Jyotisha
	Oriental Learning
	Veda

**Table-3**

<b>Broad Discipline Group</b>	<b>Discipline Group</b>	
<b>Physical Education</b>	Physical Education	
	Yoga	
<b>Religious Studies</b>	Buddhist Studies	
	Christian Studies	
	Islamic Studies	
	Jainism	
	Religious Studies	
	Theology	
<b>Science</b>	Bio-Chemistry	
	Bio-Science	
	Bio-Technology	
	Botany	
	Chemistry	
	Electronics	
	Environmental Science	
	Genetics	
	Geology	
	Geo-Physics	
	Life Science	
	Mathematics	
	Microbiology	
	Other Science	
	Physics	
	Science	
	Statistics	
	Zoology	
	<b>Social Science</b>	Anthropology
		Archaeology
		Economics
		Geography
		History
Human Rights		
Mathematics		
Other Social Science		
Philosophy		
Political Science		
Population Studies		
Psychology		
Public Administration		
Social Science		
Sociology		
Statistics		
<b>Social Work</b>	Social Work	
<b>Veterinary &amp; Animal Sciences</b>	Dairy Science	
	Veterinary & Animal Sciences	
<b>Women Studies</b>	Women Studies	

# ALL INDIA SURVEY ON HIGHER EDUCATION

DATA CAPTURE FORMAT - I  
University Form

UNIVERSITY / UNIVERSITY LEVEL INSTITUTIONS

YEAR : null - 1

As on 30th September



Ministry of Human Resource Development  
Department of Higher Education  
New Delhi



## BLOCK 1A: BASIC INFORMATION

[Help](#)

1. State:

Update Pre-filled Data

2. \*Name of the University/University Level Institution

3. (i) \*Postal Address Line 1:

(ii) Postal Address Line 2:

(iii) City:

(iv) \*District:

(vi) \*Pin Code:

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(vi) Web site:

(vii) Total Area [In acre]:

(viii) Total Constructed area [In sq m]:

4. (i) Year of Establishment

(ii) Year when declared University

5. University Contact Details:

A. (i) \*Name of Vice Chancellor / Director / Head:

(ii) \*Contact No:

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(iii) E-mail id:

B. (i) \*Name of University Nodal Officer for AISHE:

(ii) \*Designation:

(iii) \*Telephone No:   
(with STD code)

(iv) Mobile:

(v) \*E-mail id:

6. \*Location of the University / University Level Institution  Rural  Urban

7. Geographical referencing: Latitude (in degree)   
[Values must contain minimum of 5 digits after the decimal point ] [Range: 6 - 38]

Longitude (in degree)   
[Range: 68 - 98]

[Help](#)

8. \*Type of University / University Level Institution:

9. (i) \*Is it a Specialized University  Yes  No

(ii) If Yes, then select any one:

In case of Others, please specify

10. \*Whether the University / University Level Institution is exclusively meant for girls  Yes  No

11. (i) \*Staff Quarter Available  Yes  No

ii) If Yes,

Category	Number
Teaching Staff	
Non Teaching Staff	
Total	

12. (i) \*Does the University / University Level Institute has Student Hostel  Yes  No

(ii) If Yes, Number of Hostel

Sl.NO.	Name of Hostel	Hostel Type	Intake Capacity	No. of Students Residing
1				

**BLOCK 1B: DETAILS OF THE REGIONAL CENTERS ATTACHED WITH THE OPEN UNIVERSITY / DUAL - MODE UNIVERSITY**

[Help](#)

1. (i) Whether the University offers Programme through Distance Education Mode:  Yes  No







No entry is required	Direct	Total												
		PWD (out of Total)												
		Muslim Minority (out of Total)												
		Other Minority (out of Total)												

**Summary of Teaching Staff** [Please Enter Sanction Strength against each Designation/ALL]

Designation	Sanctioned Strength	In Position		Number of Teachers with Ph.D. Qualifications
		Direct	CAS	
ALL				

**2. NON TEACHING STAFF**

Staff Type	Group	Sanctioned Strength	Type	Number in Position										Remarks
				General Category		Scheduled Caste(SC)		Scheduled Tribe(ST)		Other Backward Classes(OBC)		Total		
				Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
			Total											
			PWD (out of Total)											
			Muslim Minority (out of Total)											
			Other Minority (out of Total)											

**BLOCK 1E: NUMBER OF STUDENTS ENROLLED IN THE UNIVERSITY / INSTITUTION**

[Help](#)

Note:

PWD = Persons with Disability

Other Minority = Christians, Sikhs, Buddhists, Zorastrians (Parsis) and Jains

**Regular Course**

Faculty						Department													
Level	Programme	Broad Discipline Group Name	Discipline / Subject	Type	Year	Category	Number of Total Students Enrolled								Remarks				
							General		SC		ST		OBC			Total			
							Total	Girls	Total	Girls	Total	Girls	Total	Girls		Total	Girls		
						Total													
						PWD (out of Total)													
						Muslim Minority (out of Total)													
						Other Minority (out of Total)													

**Distance Course**

Regional Center  State  District

Level	Programme	Broad Discipline Group Name	Discipline / Subject	Type	Year	Category	Number of Total Students Enrolled								Remarks				
							General		SC		ST		OBC			Total			
							Total	Girls	Total	Girls	Total	Girls	Total	Girls		Total	Girls		
						Total													
						PWD (out of Total)													
						Muslim Minority (out of Total)													
						Other Minority (out of Total)													



**Foreign Students Enrollment**

Whether Foreign Students are enrolled in the University  Yes  No

Out of the total student enrollment, number of foreign students in regular education mode

Country	Level	Programme	Broad Discipline Group Name	Discipline / Subject	Number of Students Enrolled	
					Total	Girls

Out of the total student enrollment, number of foreign students in distance education mode

Country	Level	Programme	Broad Discipline Group Name	Discipline / Subject	Number of Students Enrolled	
					Total	Girls

### BLOCK 1F: EXAMINATION RESULTS

[Help](#)

(Number of Students passed / awarded degree during the year 1st October, to 30th September, 1 )

#### Regular Mode

Level	Programme	Broad Discipline Group Name	Discipline / Subject	Total Number of Students Appeared in Final year		Total Number of Students Passed / Awarded Degree		Out of Total, Number of Students Passed with 60% or above	
				Total	Girls	Total	Girls	Total	Girls

#### Distance Mode

Level	Programme	Broad Discipline Group Name	Discipline / Subject	Total Number of Students Appeared in Final Year		Total Number of Students Passed / Awarded Degree		Out of Total, Number of Students Passed with 60% or above	
				Total	Girls	Total	Girls	Total	Girls

#### Private / External Students' Result

Level	Programme	Broad Discipline Group Category	Broad Discipline Group Name	Discipline / Subject	Total Number of Students Appeared in Final Year		Total Number of Students Passed / Awarded Degree		Out of Total, Number of Students Passed with 60% or above	
					Total	Girls	Total	Girls	Total	Girls

### BLOCK 1G: FINANCIAL INFORMATION

[Help](#)

(During Financial year null-1 )

INCOME			
S. No	Items	Amount in thousands	Amount converted in absolute Rs
1	Grants Received from		
(i)	University Grants Commission		
(ii)	Distance Education Council		
(iii)	Other Central Government Departments		
2	Grants Received from State Government		
3	Grants Received from Local Bodies		
4	Donations		
5	Tuition Fee		
6	Other Fees		
7	Interests		
8	Sale of Application Form		
9	Other Income		
10	Total	0	0

EXPENDITURE			
S. No.	Items	Amount in thousands	Amount converted in absolute Rs
1	Salary, Allowances & Retirement Benefits		
2	Buildings (Construction & Maintenance)		
3	Library & Laboratory		
4	Research Activities		
5	Scholarships		
6	Grants to Colleges		
7	Other Expenses		
8	Total	0	0

### BLOCK 1H: INFRASTRUCTURE RELATED DATA

Please tick mark in the box(es) against the infrastructure and enter the number wherever applicable, which is (are) available in the University / Institution.

[Help](#)





Muslim Minority (out of Total)												
Other Minority (out of Total)												

**3. ACCREDITATION**

Whether Institution accredited:  Yes  No

Accreditation Body	Name	Is Score Provided	Maximum Score	Score

**BLOCK 1J : OFF - SHORE CENTRE/ COLLEGE**

1. (i) \*Does the University / University Level Institute has Off - shore Centre / College  Yes  No

(ii) If Yes, Number of Off - shore Centre/ College

SI.NO.	Name of Off - shore Centre/College	Country where it is located	Study Mode	Number of Students Enrolled	
				Total	Girls
1					

**BLOCK 1K: REMARKS**

Check Form

Modify

Save

**Note:** After filling the complete form, please click on "Check Form" button. Form can be uploaded on the portal only when the message "Check Form Passed" appears on the screen.



**Upload Procedure:**

1. Login into AISHE web application (<http://aishe.gov.in/>) with your User ID and Password.
2. Select "Form Management" from left side menu and go to "Upload DCF" tab.
3. Browse the completed form and click the "Upload DCF" button.
4. Message "Form Uploaded Successfully" will be displayed on the screen.

# ALL INDIA SURVEY ON HIGHER EDUCATION

DATA CAPTURE FORMAT - II  
COLLEGES / INSTITUTIONS  
AFFILIATED/ RECOGNISED BY THE UNIVERSITY

YEAR: null - 1

As on 30th September



सत्यमेव जयते

Ministry of Human Resource Development  
Department of Higher Education  
New Delhi



एक कदम स्वच्छता की ओर

## BLOCK 2A: BASIC INFORMATION

[Help](#)

1. \*Name of the College / Institution.

Update Pre-filled Data

2. (i) \*Postal Address Line 1:

(ii) Postal Address Line 2:

(iii) City:

(iv) \*State:

(v) \*District:

(vi) \*Pin Code:

--	--	--	--	--	--	--	--	--	--

(vii) Web site:

(viii) Total Area [In acre]:

(ix) Total Constructed area [In sq m]:

3. Year of Establishment

4. College Contact Details

A. (i) \*Name of Principal:

(ii) \*Contact No:

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(iii) E-mail id:

B. (i) \*Name of College Nodal Officer for AISHE:

(ii) \*Designation:

(iii) \*Telephone No:   
(with STD code)

(iv) Mobile:

(v) \*E-mail id:

5. (i) \*Name of University to which Affiliated:

(ii) Name of other Universities to which Affiliated:  
Academy of Maritime Education and Training, Chennai  
Acharya Nagarjuna University, Guntur  
Acharya NG Ranga Agricultural University, Hyderabad  
Adikavi Nannaya University, Rajahmundry, East Godavari

(iii) \*The Statutory body through which recognized:  
University Grants Commission  
Indian Nursing Council  
National Council of Teacher Education  
Rehabilitation Council of India  
Medical Council of India

In case of Others, please specify

6. Year of Affiliation with University:

7. \*Location of the College/ Institution :  Rural  Urban

8. Geographical referencing: Latitude (in degree)   
[Values must contain minimum of 5 digits after the decimal point ] [Range: 6 - 38]

Longitude (in degree)   
[Range: 68 - 98]

[Help](#)

9. \*Type of College/ Institution:

10. \*Whether College is Autonomous :  Yes  No

11. \*Management of College/ Institution:

12. \*(i) Is it a Specialized College/ Institution :  Yes  No

(ii) If Yes, then select any one:

In case of Others, please specify

(iii) Whether the college is running only diploma level course(s) :  Yes  No

(iv) If Yes, then select any one type:





			Total											
			PWD (out of Total)											
			Muslim Minority (out of Total)											
			Other Minority (out of Total)											

**BLOCK 2D: NUMBER OF STUDENTS ENROLLED IN THE COLLEGE / INSTITUTION**

[Help](#)

Note:

PWD = Persons with Disability

Other Minority = Christians, Sikhs, Buddhists, Zorastrians (Parsis) and Jains

**Regular Course**

Faculty

Department

Level	Programme	Broad Discipline Group Name	Discipline / Subject	Type	Year	Category	Number of Students Enrolled								Remarks		
							General		SC		ST		OBC			Total	
							Total	Girls	Total	Girls	Total	Girls	Total	Girls		Total	Girls
						Total											
						PWD (out of Total)											
						Muslim Minority (out of Total)											
						Other Minority (out of Total)											

**Foreign Students Enrollment**

Whether Foreign Students are enrolled in the College  Yes  No

Out of the total student enrollment, number of foreign students

Country	Level	Programme	Broad Discipline Group Name	Discipline / Subject	Number of Students Enrolled	
					Total	Girls



**BLOCK 2E: EXAMINATION RESULTS**[Help](#)

(Number of Students passed / awarded degree during the year 1st October,                      to 30th September, 1                      )

**Regular Mode**

Level	Programme	Broad Discipline Group Name	Discipline / Subject	Total Number of Students Appeared in Final Year		Total Number of Students Passed / Awarded Degree		Out of Total, Number of Students Passed with 60% or above	
				Total	Girls	Total	Girls	Total	Girls

**BLOCK 2F: FINANCIAL INFORMATION**[Help](#)

(During Financial year    null - 1    )

INCOME			
S. No.	Items	Amount converted in thousands	Amount in absolute Rupees
1	Grants Received from		
(i)	University Grants Commission		
(ii)	Distance Education Council		
(iii)	Other Central Government Departments		
2	Grants Received from State Government		
3	Grants Received from University		
4	Grants Received from Local Bodies		
5	Donations		
6	Tuition Fee		
7	Other Fees		
8	Interests		
9	Sale of Application Form		
10	Other Income		

EXPENDITURE			
S. No.	Items	Amount converted in thousands in thousands	Amount in absolute Rupees
1	Salary, Allowances & Retirement Benefits		
2	Buildings (Construction and Maintenance)		
3	Library & Laboratory		
4	Research Activities		
5	Scholarships		
6	Other Expenses		
7	Total	0	0

11	Total	0	0
----	-------	---	---

**BLOCK 2G: INFRASTRUCTURE RELATED DATA**

Please tick mark in the box(es) against the infrastructure and enter the number wherever applicable, which is (are) available in the College / Institution.

[Help](#)

Note:  
 NKN = National Knowledge Network  
 NMEICT = National Mission on Education through Information & Communication Technology

1.	Playground	<input type="checkbox"/>	
2.	Auditorium	<input type="checkbox"/>	
3.	Theatre	<input type="checkbox"/>	
4.	Library	<input type="checkbox"/>	
(a)	Number of books		
(b)	Number of Journals (Peer reviewed) subscribed		
5.	Laboratory	<input type="checkbox"/>	
6.	Conference Hall	<input type="checkbox"/>	
7.	Health Center	<input type="checkbox"/>	
8.	Gymnasium/ Fitness Center	<input type="checkbox"/>	
9.	Indoor Stadium	<input type="checkbox"/>	
10.	Common Room	<input type="checkbox"/>	
11.	Computer Center	<input type="checkbox"/>	
12.	Cafeteria	<input type="checkbox"/>	
13.	Guest House	<input type="checkbox"/>	
14.	Separate Common Room exclusively for Girls	<input type="checkbox"/>	

15.	Solar Power Generation	<input type="checkbox"/>
16.	Connectivity NKN	<input type="checkbox"/>
17.	Connectivity NMEICT	<input type="checkbox"/>
18.	Campus is differently abled friendly	<input type="checkbox"/>
19.	Grievance Redressal Mechanism	<input type="checkbox"/>
20.	Vigilance Cell	<input type="checkbox"/>
21.	Equal Opportunity Cell	<input type="checkbox"/>

**BLOCK 2H: SCHOLARSHIPS, LOANS & ACCREDITATION**

[Help](#)

**1. SCHOLARSHIPS & FELLOWSHIPS**

A. Whether College / Institution maintains scholarships data:  Yes  No

Category	Number of Students Receiving Government Scholarships										Remarks	
	General Category		Scheduled Caste(SC)		Scheduled Tribe(ST)		Other Backward Classes(OBC)		Total			
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female		
Total												
PWD (out of Total)												
Muslim Minority (out of Total)												
Other Minority (out of Total)												

B. Whether University / Institution maintains fellowship data:  Yes  No

Category	Number of Students Receiving Government Fellowships										Remarks	
	General Category		Scheduled Caste(SC)		Scheduled Tribe(ST)		Other Backward Classes(OBC)		Total			
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female		
Total												
PWD (out of Total)												
Muslim Minority (out of Total)												
Other Minority (out of Total)												

## 2. EDUCATION LOANS

Whether College / Institution maintains education loans data:  Yes  No

Category	Number of Students Availing Education Loans										Remarks	
	General Category		Scheduled Caste(SC)		Scheduled Tribe(ST)		Other Backward Classes(OBC)		Total			
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female		
Total												
PWD (out of Total)												
Muslim Minority (out of Total)												
Other Minority (out of Total)												

### 3. ACCREDITATION

Whether Institution accredited:       Yes       No

Accreditation Body	Name	Is Score Provided	Maximum Score	Score

### BLOCK 2I: REMARKS

Check Form

Modify

Save

**Note:** After filling the complete form, please click on "Check Form" button. Form can be uploaded on the portal only when the message "Check Form Passed" appears on the screen.

**Upload Procedure:**

1. Login into AISHE web application (<http://aishe.gov.in/>) with your User ID and Password.
2. Select "Form Management" from left side menu and go to "Upload DCF" tab.
3. Browse the completed form and click the "Upload DCF" button.
4. Message "Form Uploaded Successfully" will be displayed on the screen.

# ALL INDIA SURVEY ON HIGHER EDUCATION

DATA CAPTURE FORMAT - III  
STANDALONE INSTITUTIONS  
(NOT AFFILIATED / RECOGNISED BY THE UNIVERSITY)

YEAR: null - 1

As on 30th September



Ministry of Human Resource Development  
Department of Higher Education  
New Delhi



## BLOCK 3A: BASIC INFORMATION

[Help](#)

1. \*Name of the Institution.

Update Pre-filled Data

2. (i) \*Postal Address Line 1:

(ii) Postal Address Line 2:

(iii) City:

(iv) \*State:

(v) \*District:

(vi) \*Pin Code:

--	--	--	--	--	--	--	--	--	--

(vii) Web site:

(vii) Total Area [In acre]:

(viii) Total Constructed area [In sq m]:

3. Year of Establishment

4. Standalone Institution contact Details

A. (i) \*Name of Head of Institution:

(ii) \*Contact No:

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(iii) E-mail id:

B. (i) \*Name of Nodal Officer:

(ii) \*Designation:

(iii) \*Telephone No:   
(with STD code)

(iv) Mobile:

(v) \*E-mail id:

5. Year of Recognition:

6. \*Location of the Institution:  Rural  Urban

7. Geographical referencing: Latitude (in degree)  Longitude (in degree)   
[Values must contain minimum of 5 digits after the decimal point ] [Range: 6 - 38] [Range: 68 - 98] [Help](#)

8. (i) \*Whether Awards degree through any University:  Yes  No

(ii) If Yes, then the university through which it awards degree:

9. \*Management of Institution:

(a) Name of the Ministry

10. \*Whether the Institution is exclusively meant for girls:  Yes  No

11. (i) \*Staff Quarter Available  Yes  No

ii) If Yes,

Category	Number
Teaching Staff	
Non Teaching Staff	
Total	

12. (i) \*Does the Institution has Student Hostel  Yes  No

(ii) If Yes, Number of Hostel

Sl.NO.	Name of Hostel	Hostel Type	Intake Capacity	No. of Students Residing
1				



## BLOCK 3B: DETAILS OF PROGRAMMES OFFERED BY THE INSTITUTION

[Help](#)

### 1. List of Faculty & Departments

1

Faculty Name

**\* The field is disabled, no entry is required**

Sl.no.	Name of the Departments
1	

### 2. Regular Program Details [All programmes in which students are enrolled in the Institution are to be listed]

Faculty	Department	Level	Name of the Programme	Discipline/ Subject	Broad Discipline Group Category	Broad Discipline Group Name	Intake	Admission Criterion	Course Duration		Type	Examination System	Statutory Body through which approved	University through which approved
									Year	Month				

### 3.Distance Programmes Details

Whether the Standalone Institute offers Programme through distance education mode:  Yes  No

Faculty	Department	Level	Name of the Programme	Discipline/ Subject	Broad Discipline Group Category	Broad Discipline Group Name	Intake	Admission Criterion	Course Duration		Type	Examination System	Statutory Body through which approved	University through which approved
									Year	Month				

## BLOCK 3C: STAFF INFORMATION

[Help](#)

Note:

PWD = Persons with Disability

Other Minority = Christians, Sikhs, Buddhists, Zorastrians (Parsis) and Jains

### 1. TEACHING STAFF

Faculty

Department







**BLOCK 3F: FINANCIAL INFORMATION**[Help](#)

(During Financial year null-1 )

INCOME			
S. No.	Items	Amount converted in thousands	Amount in absolute Rupees
1	Grants Received from		
(i)	University Grants Commission		
(ii)	Distance Education Council		
(iii)	Other Central Government Departments		
2	Grants Received from State Government		
3	Grants Received from University		
4	Grants Received from Local Bodies		
5	Donations		
6	Tuition Fee		
7	Other Fees		
8	Interests		
9	Sale of Application Form		
10	Other Income		
11	Total	0	0

EXPENDITURE			
S. No.	Items	Amount converted in thousands	Amount in absolute Rupees
1	Salary, Allowances & Retirement Benefits		
2	Buildings (Construction and Maintenance)		
3	Library & Laboratory		
4	Research Activities		
5	Scholarships		
6	Other Expenses		
7	Total	0	0

**BLOCK 3G: INFRASTRUCTURE RELATED DATA**[Help](#)

Please tick mark in the box(es) against the infrastructure and enter the number wherever applicable, which is (are) available in the/ Institution.

Note:

NKN = National Knowledge Network

NMEICT = National Mission on Education through Information &amp; Communication Technology

1.	Playground	<input type="checkbox"/>	
----	------------	--------------------------	--



B. Whether Institution maintains fellowship data:

Yes  No

Category	Number of Students Receiving Government Fellowships										Remarks	
	General Category		Scheduled Caste(SC)		Scheduled Tribe(ST)		Other Backward Classes(OBC)		Total			
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female		
Total												
PWD (out of Total)												
Muslim Minority (out of Total)												
Other Minority (out of Total)												

## 2. EDUCATION LOANS

Whether Institution maintains education loans data:

Yes  No

Category	Number of Students Availing Education Loans										Remarks	
	General Category		Scheduled Caste(SC)		Scheduled Tribe(ST)		Other Backward Classes(OBC)		Total			
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female		
Total												
PWD (out of Total)												
Muslim Minority (out of Total)												
Other Minority (out of Total)												

## 3. ACCREDITATION

Whether Institution accredited:

Yes  No

Accreditation Body	Name	Is Score Provided	Maximum Score	Score

**BLOCK 3I: REMARKS**

Check Form

Modify

Save

**Note:** After filling the complete form, please click on "Check Form" button. Form can be uploaded on the portal only when the message "Check Form Passed" appears on the screen.

**Upload Procedure:**

1. Login into AISHE web application (<http://aishe.gov.in/>) with your User ID and Password.
2. Select "Form Management" from left side menu and go to "Upload DCF" tab.
3. Browse the completed form and click the "Upload DCF" button.
4. Message "Form Uploaded Successfully" will be displayed on the screen.







# ALL INDIA SURVEY ON HIGHER EDUCATION

## DATA CAPTURE FORMAT - I Addendum for Regular programmes University Form Addendum

### UNIVERSITY / UNIVERSITY LEVEL INSTITUTIONS

#### BLOCK 1C: DETAILS OF FACULTY / DEPARTMENT WISE COURSES OFFERED BY THE UNIVERSITY / UNIVERSITY LEVEL INSTITUTIONS

[Help](#)

##### B . List of Faculty & Departments

1 Faculty / School Name

Sl.no.	Name of the Departments / Centres
1	

##### 2. Regular Programme Details [All courses in which students are enrolled in the University are to be listed]

Programmes run directly through Faculty/ School (If applicable, Please tick in the adjacent box & list courses in following Table)

Faculty / School	Department / Centre	Level	Name of the Programme	Discipline/ Subject	Broad Discipline Group Category	Broad Discipline Group Name	Intake	Admission Criterion	Course Duration		Type	Examination System
									Year	Month		

Programmes run through Departments/ Centres (If applicable, Please tick in the adjacent box & list courses in following Table)

Faculty / School	Department / Centre	Level	Name of the Programme	Discipline/ Subject	Broad Discipline Group Category	Broad Discipline Group Name	Intake	Admission Criterion	Course Duration		Type	Examination System
									Year	Month		

Other Programmes, if any (If applicable, Please tick in the adjacent box & list courses in following Table)

Faculty / School	Department / Centre	Level	Name of the Programme	Discipline/ Subject	Broad Discipline Group Category	Broad Discipline Group Name	Intake	Admission Criterion	Course Duration		Type	Examination System
									Year	Month		

### BLOCK 1E: NUMBER OF STUDENTS ENROLLED IN THE UNIVERSITY / INSTITUTION

[Help](#)

Note:

PWD = Persons with Disability

Other Minority = Christians, Sikhs, Buddhists, Zorastrians (Parsis) and Jains

#### Regular Course

Faculty

Department

Level	Programme	Broad Discipline Group Name	Discipline / Subject	Type	Year	Category	Number of Total Students Enrolled								Remarks					
							General		SC		ST		OBC			Total				
							Total	Girls	Total	Girls	Total	Girls	Total	Girls		Total	Girls			
						Total														
						PWD (out of Total)														
						Muslim Minority (out of Total)														
						Other Minority (out of Total)														

#### Foreign Students Enrollment

Whether Foreign Students are enrolled in the University  Yes  No

Out of the total student enrollment, number of foreign students in regular education mode

Country	Level	Programme	Broad Discipline Group Name	Discipline / Subject	Number of Students Enrolled	
					Total	Girls

--	--	--	--	--	--	--

## BLOCK 1F: EXAMINATION RESULTS

[Help](#)

(Number of Students passed / awarded degree in the year      )

**Regular Mode**

Level	Programme	Broad Discipline Group Name	Discipline / Subject	Total Number of Students Appeared in Final Year		Total Number of Students Passed / Awarded Degree		Out of Total, Number of Students Passed with 60% or above	
				Total	Girls	Total	Girls	Total	Girls

**NOTE:** 1. After filling the Complete Form, please click on 'Check Form' Button. Form can be uploaded on the portal only when the message 'Check Form Passed' appears on the screen.

# ALL INDIA SURVEY ON HIGHER EDUCATION

OTHER MINORITY TYPE DATA CAPTURE FORMAT  
For  
UNIVERSITY / INSTITUTION

YEAR : null - 1

As on 30th September



Ministry of Human Resource Development  
Department of Higher Education  
New Delhi





**Distance Course**

Level	Programme	Broad Discipline Group Name	Discipline / Subject	Type	Year	Category	Number of Total Students Enrolled									
							General		SC		ST		OBC		Total	
							Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls
						Other Minority										

**Note:** After filling the complete form, please click on "Check Form" button. Form can be uploaded on the portal only when the message "Check Form Passed" appears on the screen.

**Upload Procedure:**

1. Login into AISHE web application (<http://aishe.gov.in/>) with your User ID and Password.
2. Select "Form Management" from left side menu and go to "Upload DCF" tab.
3. Browse the completed form and click the "Upload DCF" button.
4. Message "Form Uploaded Successfully" will be displayed on the screen.