



COTTON UNIVERSITY

Panbazar, Guwahati, Assam-781001

www.cottonuniversity.ac.in

No: CU/Acad/ University Rules & Regulations/2018/144/11

Date: 31/1/2022

NOTIFICATION

It is notified for general information that the “**Ordinance for Credit Transfer of MOOCs on Swayam IT Platform under CBCS**” will come into force with immediate effect. This is as per Resolution EC/2021/19/03 in the meeting of the Cotton University Executive Council dated 11/11/2021. This notification is issued with approval of the Hon’ble Vice Chancellor.

Academic Registrar

Encl. Ordinance for Credit Transfer of MOOCs on Swayam IT Platform under CBCS

Copy to:

1. PS to VC
2. PS to Registrar
3. All Deans
4. Controller of Examinations
5. Director Students’ Welfare
6. All Heads of Departments
7. CSM for uploading the notification
8. Office File

COTTON UNIVERSITY

ORDINANCE FOR CREDIT TRANSFER OF MOOCS
ON SWAYAM IT PLATFORM UNDER CBCS



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COTTON UNIVERSITY
ORDINANCE FOR CREDIT TRANSFER OF MOOCS ON
SWAYAM IT PLATFORM UNDER CBCS

1. PREAMBLE:

As per the UGC Regulations, Cotton University has adopted UGC (Credit Framework for Online Learning Courses through SWAYAM) Regulation, 2016 from the academic year 2020-21.

2. TITLE, APPLICATION AND COMMENCEMENT OF THE ORDINANCE

- a) This ordinance shall be called the ORDINANCE FOR CREDIT TRANSFER FROM MOOCS ON SWAYAM PLATFORM UNDER CBCS-2021.
- b) It shall apply to all programmes (UG, PG and Ph.D. coursework) of the University.
- c) It shall come into force from the academic year 2021-22

3. DEFINITIONS

- a) 'SWAYAM' is the abbreviation for **Study Webs of Active- Learning for Young Aspiring Minds**. "SWAYAM platform" means an Information Technology platform developed and made functional by the Government of India in the Ministry of Education, for the purpose of offering online learning courses.
- b) NPTEL is an acronym for **National Programme on Technology Enhanced Learning** which is an initiative by seven Indian Institutes of Technology and the IISC.
- c) 'Course' shall mean a paper (of 4 or 6 credit) which is taught for at least one semester as a part of a subject.
- d) 'MOOCs': Massive Open Online Courses (MOOCs) mean such online courses which are developed as per the pedagogy following the four quadrant approach and made available on the SWAYAM platform of Government of India.
- e) 'MOOCs Guidelines' shall mean guidelines on online learning issued by the erstwhile MHRD vide its orders dated 11th March 2016 and subsequent addendums issued by the UGC.
- f) SWAYAM Coordinator: MOOC Coordinator shall mean a faculty member of Cotton University who is entrusted by Hon'ble Vice Chancellor, C.U. with the responsibility to guide the students of the university throughout the course, to disseminate all relevant

Dr. J. S. Srinivasan
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information to the students and to act as the contact person to receive the communications from SWAYAM.

- g) SEC (Skill enhancement course), DSE (Discipline specific elective course) and OPE (Open elective course) courses shall mean the respective courses as mentioned in the University syllabus.
- h) "Programme" includes undergraduate, postgraduate and PhD programmes.
- i) "Credit" means a unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.

4. OPTING AND FACILITATING ONLINE LEARNING COURSES

- a) The online learning courses available on the SWAYAM/NPTEL platform will be considered for credit transfer.
- b) The Coordinator for MOOCs shall notify (twice in a year) the list of the online learning courses eligible for credit transfer in the forthcoming semester.
- c) The selection of the appropriate course will be done by the concerned departments. If no suitable course is available in a semester, the department may decide not to adopt a MOOC.
- d) For a particular MOOC, the department will select a mentor to guide the students from registration till completion of the course. Any faculty member who teaches a similar elective course can be the mentor. It is mandatory that the mentor is enrolled in the course which he/she is mentoring.
- e) Students will be allowed to opt only for the specific course which is selected by the concerned department available at the SWAYAM platform.
- f) If the department decides to select a MOOC for a particular semester under Credit Transfer mechanism, all the students in that particular semester would be required to enrol/register for the MOOCs through SWAYAM platform. It will be mandatory for the students to share all necessary information regarding MOOCs with the Mentor Faculty.
- g) While allowing the online learning courses offered by SWAYAM, it shall be ensured that the physical facilities like laboratories, computer facilities, library etc, essential for pursuing the courses shall be made available free to the student by the concerned department.
- h) The academic council may allow the Dean of the Faculty or Chairman, Board of Studies, to approve the online credit courses of SWAYAM platform for credit transfer on the recommendation of the Head of the Department.

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5. CREDIT MOBILITY OF MOOCS

- a) The University shall give the equivalent credit weightage to the students for the credits earned through online learning courses through SWAYAM platform.
- b) Such credit transfer will be applicable to:
 - i) SEC, DSE and OPE courses only for UG and PG programmes. A core paper may be replaced by MOOC only if the Department deems it to be of utmost necessity.
 - ii) Research methodology or Research Ethics paper only for Ph.D. programme

6. PROCEDURE FOR CREDIT TRANSFER

- a) During a semester, the candidate while filling up her/his exam form will have to submit an undertaking for credit transfer forwarded through mentor faculty.
- b) The mentor faculty will intimate the office of the Controller of Examinations about the completion of a MOOC through a letter with the certificates of completion and the list of students who have passed MOOC in the current semester.
- c) Cotton University shall give the equivalent credit weightage to the student for the credits earned vide online learning credit courses through SWAYAM platform, in the credit plan of its programme.
- d) Students who have qualified in the proctored examination conducted by the SWAYAM platform are exempted from appearing in the Mid-term and Semester End Examination for the course conducted by the University.
- e) If a student fails in the opted SWAYAM course, she/he can appear & pass in the Supplementary exams conducted by the University at an appropriate time.
- f) If a student opts for an additional MOOC course, it will be considered as add-on credit and will be reflected on the marks sheet but will not be taken into account for calculating CGPA.
- g) In case of delay in SWAYAM results, the student can revert to the elective course offered by the University or follow the steps described in point 6(e) above.

7. CREDIT ADJUSTMENT

A department can select a MOOC course of lower credit than the usual credit of the course offered by the University. However, in such cases the Department will have to arrange extra lab classes / tutorials / seminar/ literature review etc. and will have to assess the students for the extra credit requirement. The University shall **evaluate the students for the**

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practical/lab component/ literature review and incorporate these marks/grades in the overall mark/grade sheet of the student.

Under Credit transfer mechanism; there should not be more than 33 % deviation in the credit between the paper previously offered by the Department & the adopted MOOC. However, in exceptional situations, a concerned department may select a MOOC having a Credit deviation of more than 33 % from the paper which it seeks to replace.

8. ANTICIPATORY MEASURES

- a) The existing Departmental /Faculty board of studies shall resolve any issues that may arise from time to time after the implementation of this ordinance.
- b) The University shall review and bring necessary changes if necessary in the credit transfer rules from time to time in the light of modification of the MOOC guidelines by UGC.

Savings:

The rules for selection of MOOC courses and the credit adjustment will not be applicable to the courses adopted before notification of the ordinance.

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