CENTRE FOR DISTANCE AND ONLINE EDUCATION

दूरस्थ एवं ऑनलाइन शिक्षा केंद्र

CENTRAL UNIVERSITY OF HIMACHAL PRADESH

हिमाचल प्रदेश केंद्रीय विश्वविद्यालय

ADMISSION PROSPECTUS

Session Jan-Feb 2026

Online Learning (OL) Programmes

ACCREDITED WITH GRADE A+ NAAC

UGC-DEB Entitled

Centre for Distance and Online Education (CDOE)
Central University of Himachal Pradesh
(Accredited by NAAC with A+ Grade with CGPA of 3.42)
Near HPCA Stadium, Dharamshala, District Kangra - 176215 H.P. India

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स्नातकोत्तर ऑनलाइन कार्यक्रमों में प्रवेश हेतु

प्रवेश विवरणिका

ADMISSION PROSPECTUS

(जनवरी - फ़रवरी 2026 सत्र)

FOR ADMISSIONS TO

ONLINE PG PROGRAMMES OF STUDY

REACH US :

WEBSITE | YOUTUBE | FACEBOOK | X (TWITTER) | LINKEDIN

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

The Executive Committee of the
National Assessment and Accreditation Council
is pleased to declare
Central University of Himachal Pradesh
Dharamshala, Dist. Kangra, Himachal Pradesh as
Accredited
with CGPA of 3.42 on four point scale
at A+ grade
valid up to July 18, 2028

Date : July 19, 2023

Director

29953

EC(SC)/160/ 2nd Cycle/HPUNGN11553

UGC NOTIFICATION: HEIs Entitled to Offer Full-Fledged Online Learning Programmes from July 2025 Onwards

ALL NOTIFICATIONS | ARCHIVES

1. List of HEIs recognized to offer Online programmes for academic year 2025-26, session July-August, 2025. NEW
2. List of Category-I HEIs entitled to offer Open and Distance Learning (ODL) programmes for academic year 2025-26, academic session July-August, 2025. NEW
3. List of HEIs recognized to offer Open and Distance Learning (ODL) programmes for Academic year 2025-26, session July-August, 2025. NEW
4. List of HEIs entitled to start full-fledged Online Programmes from academic year 2025-26, session July-August, 2025. NEW

Candidates may visit the UGC-DEB website (https://deb.ugc.ac.in/) to browse the list of HEIs entitled to offer full-fledged Online Learning (OL) Programmes.

S.No.	STATE	TYPE OF HEI	HEI NAME	NUMBER OF PROGRAMMES	NAME OF PROGRAMMES
25.	HIMACHAL PRADESH	CENTRAL UNIVERSITY	**CENTRAL UNIVERSITY OF HIMACHAL PRADESH**	05	1) MASTER OF COMPUTER APPLICATIONS 2) MASTER OF BUSINESS ADMINISTRATION 3) MASTER OF ARTS (POLITICAL SCIENCE) 4) MASTER OF ARTS (HISTORY) 5) MASTER OF ARTS (ECONOMICS)

CENTRAL UNIVERSITY OF HIMACHAL PRADESH
CENTRE FOR DISTANCE AND ONLINE EDUCATION
Estd.
2025
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Hon'ble Vice-Chancellor Prof. S. P. Bansal launching the Website and Programme Guides of CDOE, CUHP

AUTHORITIES OF THE UNIVERSITY

Smt. Droupadi Murmu The Visitor of the University Hon'ble President of India	
Shri Dharmendra Pradhan Hon'ble Union Minister of Education	
Dr. Harmohinder Singh Bedi Hon'ble Chancellor	**Prof. (Dr.) Sat Prakash Bansal** Hon'ble Vice-Chancellor
Prof. Pardeep Kumar Dean (Academics)	**Dr. Narender K. Sankhyan** Registrar
Mrs. Pratima Pathania Finance Officer	**Dr. Jitender K. Garg** Controller of Examinations (CoE)

AUTHORITIES OF THE CDOE, CUHP

Dr. Vishal Sood Director Centre for Distance and Online Education (CDOE)	
Dr. R.P. Rai Director, Centre for Internal Quality Assurance (CIQA)	**Dr. Chaman Lal** Deputy Director, CDOE
Dr. Harish Kumar Assistant Director, CDOE	**Dr. Hem Raj Bansal** Incharge, Admission & Examinations, CDOE

Hon'ble Vice-Chancellor Prof. S. P. Bansal along with the University & CDOE Authorities Launching the Prospectus for CDOE Admissions

UGC NOTIFICATION: EQUIVALENCE OF DEGREE FROM ODL / OL AND CONVENTIONAL MODE

ज्ञान-विज्ञान विमुक्तये

प्रो. रजनीश जैन
सचिव
Prof. Rajnish Jain
Secretary

सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)
बहादुरशाह जफ़र मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002
Ph.: 011-23236288/23239337
Fax : 011-2323 8858
E-mail : secy.ugc@nic.in

F. No.3-5/2022(DEB-II)

PUBLIC NOTICE

August, 2022
02 SEP 2022

Equivalence of degree obtained through ODL and Online mode with degree obtained through conventional mode

The Regulation 22 of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 stipulates as under;

"Equivalence of qualification acquired through Conventional or Open and Distance Learning and Online modes.— Degrees at undergraduate and postgraduate level in conformity with UGC notification on Specification of Degrees, 2014 and post graduate diplomas awarded through Open and Distance Learning mode and/or Online mode by Higher Educational Institutions, recognised by the Commission under these regulations, shall be treated as equivalent to the corresponding awards of the Degrees at undergraduate and postgraduate level and post graduate diplomas offered through conventional mode."

This is for information of the general public, students and other stakeholders.

(Rajnish Jain)

Promotional Drive of Online Learning Programmes at SJVNL, Shimla

IIT, Madras Team with Faculty during a Workshop on Management of SWAYAM Platform

MESSAGE FROM THE VICE CHANCELLOR

Prof. S. P. Bansal
Vice-Chancellor

Greetings from the Centre for Distance and Online Education (CDOE), Central University of Himachal Pradesh!

In alignment with the national vision of "Viksit Bharat@2047" and the transformative roadmap outlined in the National Education Policy (NEP) 2020, I take immense pride in sharing that the Central University of Himachal Pradesh (CUHP), Dharamshala has entered a new phase of academic advancement by offering higher education programmes through the Online Learning (OL) mode.

The NEP 2020 places strong emphasis on expanding access to higher education and enhancing the Gross Enrolment Ratio (GER) to 50 percent by 2040. At present, the GER at the higher education level remains relatively low, and programmes offered through Open and Distance Learning (ODL) and Online Learning modes can play a pivotal role in achieving this national objective. As an *aahuti* (contribution) to this 'National Yajna', the University has established the Centre for Distance and Online Education (CDOE) to offer a range of higher education programmes through the OL mode.

The Central University of Himachal Pradesh is accredited with an A+ Grade and has been granted Graded Autonomy by the University Grants Commission (UGC). The University has been consistently working towards building a strong network of national and international collaborations with higher education institutions, research organizations, and industry partners. Several strategic initiatives have been undertaken to enhance the quality of higher education, resulting in notable academic and institutional achievements. Among these initiatives, the launch of Online Learning programmes through CDOE stands out as a significant milestone.

Our mission is to *reach the unreached* and to extend quality educational opportunities to the poorer and weaker sections of society. At the same time, we aspire to engage global learners and working professionals seeking flexible, high-quality academic programmes.

Online Learning has emerged as an effective and widely accepted mode of education. Leveraging IT- and ICT-enabled facilities such as virtual classrooms, e-tutorials, and interactive digital platforms, CDOE has established a robust Learning Management System (LMS) for delivering online programmes. The University has also developed state-of-the-art media laboratories to support online education. The availability of e-self learning materials (e-SLMs), video lectures, Open Educational Resources (OERs), and live discussion forums are fostering a dynamic and engaging e-learning environment, ensuring a meaningful and memorable learning experience for CDOE learners.

As the Host and Head of the University, I extend a very warm welcome to all prospective learners of CDOE. I sincerely hope that your academic journey with CDOE will be enriching, fulfilling, and instrumental in shaping your future.

Prof. (Dr.) Sat Prakash Bansal
Vice-Chancellor, CUHP

MESSAGE FROM THE DIRECTOR

Welcome to the Centre for Distance and Online Education (CDOE)

The education sector has been profoundly influenced by rapid technological advancements, and the integration of Information and Communication Technology (ICT) services in delivering academic programmes has now become an essential requirement. The National Education Policy (NEP) 2020 strongly advocates leveraging the potential of technology through ICT-enabled educational initiatives to effectively address challenges related to access, equity, and quality in higher education.

With the objective of delivering education at the doorsteps of learners and translating the mantra of 'Learn while Earn' into reality through the effective use of IT and ICT facilities, the Centre for Distance and Online Education (CDOE) has been established at the Central University of Himachal Pradesh. The CDOE is offering various online post graduate learning programmes. The Centre is committed to provide flexible and learner-centric educational opportunities, particularly for those seeking to enhance their academic credentials and professional competencies.

CDOE follows the Choice-Based Credit System (CBCS) across its academic programmes and adopts a modular approach in curriculum design and delivery. The curriculum offered by CDOE is benchmarked against global standards of higher education institutions, enabling learners to develop the knowledge, skills, and competencies required to perform effectively on national and international platforms.

At CDOE, we offer a blend of innovative teaching–learning methodologies, integrating technology-driven instruction with academic rigor to enhance the professional skills and overall competence of learners. I warmly invite learners to be a part of this enriching academic ecosystem at CDOE, CUHP, and to gain valuable global academic and professional exposure while enjoying a rewarding learning journey guided by our dedicated faculty and committed institutional support.

I extend my best wishes to all the learners of the CDOE, CUHP!

Prof. (Dr.) Vishal Sood
Director, CDOE

ABOUT ONLINE LEARNING (OL) PROGRAMMES

Online Learning (OL) Programmes are educational courses or degree programmes delivered primarily through the internet. They enable students to access learning materials, attend classes, participate in discussions, and complete assessments remotely—without being physically present in a traditional classroom. Online programmes represent a transformative shift in the landscape of higher education, offering flexible, accessible, and technology-driven learning opportunities beyond the boundaries of traditional classrooms. With the growing need for inclusive and lifelong learning, online education has emerged as a key driver in democratizing education, bridging geographic and socio-economic divides. In India, Online Learning (OL) Programmes are offered as per UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020, which define the standards for offering online degrees.Only institutions fulfilling NAAC and NIRF criteria are permitted to offer full-fledged online programmes.

The primary objectives of online learning programmes are:

- To provide flexible learning pathways to diverse learner groups, including working professionals, rural learners, and international students.
- To enable continuous professional development & upskilling as per industry demands.
- To promote equity and inclusion in higher education.
- To ensure access to quality education using technology-enabled pedagogical tools.

Key Features of OL Programmes

- **Anytime, Anywhere Access**: Learners can access content from any location and at any time, ensuring convenience and flexibility.
- **Use of Digital Technologies**: Integration of Learning Management Systems (LMS), MOOCs, video lectures, virtual labs, and AI-based assessments.
- **Self-paced and Instructor-led Options**: Programmes may be fully asynchronous or include synchronous components.
- **Affordability**: Reduced costs related to infrastructure, travel, and materials make education more affordable.

Prospective Stakeholders

- Working professionals seeking skill enhancement.
- Students from remote/rural areas with limited access to physical campuses.
- International learners interested in Indian education.
- Women and homemakers aiming to re-enter the workforce.
- Lifelong learners pursuing personal or professional interests.

Centre for Distance and Online Education (CDOE), Central University of Himachal Pradesh is entitled as per UGC-DEB guidelines to offer full-fledged Online Learning (OL) programmes. The OL programmes of CDOE, CUHP poised to redefine the future of higher education by fostering an inclusive, scalable, and learner-centric model.

REQUIREMENT FOR ADMISSION IN ONLINE LEARNING (OL) PROGRAMME

For applying to the online learning (OL) programmes offered by CDOE, CUHP and completing these OL programmes successfully in a smooth and hassle-free manner, learners (except international learners) are necessarily required to meet out following conditions:

Creating Academic Bank of Credit - ID (ABC-ID)

According to NEP-2020 and as per the rules and regulations of CUHP, Academic Bank of Credit ID (ABC-ID) is mandatory for all learners. The Academic Bank of Credit ID (ABC-ID) is a unique identification assigned to learners under India's Academic Bank of Credit system. It facilitates digital storage, transfer, and accumulation of academic credits earned across multiple institutions, supporting flexible learning pathways and enabling credit transfer for degree completion as per the National Education Policy-2020.

All the candidates are required to create their ABC-ID through Digi Locker before taking admission in the CDOE, CUHP. Candidates can create their ABC-ID through the link (https://www.abc.gov.in/). Before creation of ABC-ID, the mobile no. of the candidate must be linked with Aadhaar (mandatory). The YouTube Link to know how to create ABC-IDs:

https://www.youtube.com/watch?v=Gw3DUHaJg1c

Step-wise process of generating UGC-DEB id is given at the end of the prospectus with snapshot of the UGC-DEB portal.

Creating Distance Education Bureau - ID (DEB-ID)

As per UGC-DEB guidelines, a learner who wish to enroll in an ODL/OL programme of CDOE, CUHP must have a DEB-ID. DEB-ID is a unique identifier assigned to learner enrolled in programmes under the Distance Education Bureau (DEB) of the University Grants Commission (UGC) in India. The DEB-ID ensures proper enrolment, facilitates academic credit tracking, and helps maintain compliance with UGC-DEB guidelines for recognized programmes.

It is made mandatory by UGC-DEB for learners to register on its web portal with his/her Academic Bank of Credit (ABC)-ID to generate a unique DEB-ID to enroll in ODL/Online programmes offered by CDOE, CUHP.

To generate UGC-DEB id, learners may visit the following link:

https://deb.ugc.ac.in/StudentDeBID

WHY TO CHOOSE CDOE, CUHP FOR OL PROGRAMMES ???

Online Learning (OL) Programmes are blended with flexibility and self-paced learning environent but at the same time, it is important for learners to choose credible, reliable, recognised and learner centric institute to for higher education. Learner can rely on CDOE, CUHP for completing their higher education through online mode due to following reasons:

1. CDOE, CUHP is among very few universities which is entitled as per UGC-DEB regulations to offer full-fledged Online Programmes.
2. It is accreditated by NAAC with A+ Grade with CGPA of 3.42 and has granted graded autonomy by the UGC and also ranked 8th among the Universities in India as per IIRF ranking.
3. CDOE, CUHP's Online Programmes are equivalent to the degrees awarded under conventional mode as per UGC regulations/ notification.
4. CDOE, CUHP offers Online Programmes completely aligned with NEP-2020 so as to ensure clear pathways for learners.
5. We offer high quality e-SLM, e-tutorials as well as customized discussion forums to address learners issues through reliable Learning Management System i.e. SWAYAM..
6. Quality education at minimum cost, and no additional cost of infrastructure, travel, and materials make education more affordable.
7. Completely online/ remote education from admission to examination and results. No need to visit university for any academic purpose.
8. CDOE, CUHP offer one-to-one mentoring to learners through 24*7 learner support services cell and course coordinators.

Hon'ble Vice-Chancellor Prof. S. P. Bansal along with CDOE Authorities releasing Brochure of CDOE

IMPORTANT DATES TO REMEMBER

Important Dates to Remember ADMISSION SCHEDULE FOR TWO YEAR ONLINE POST-GRADUATE PROGRAMMES (MBA, MCA and MA in Economics, History and Political Science)	
Admission Event	**Date**
Issue of Online Applications on Samarth Portal	3rd February 2026
Last Date for Submission of Online Applications on Samarth Portal along with Application Registration/Enrolment Fee	05th March 2026
Verification of Documents of Candidates (Online)	Within 2-3 Days of Submission of Online Application
Submission of Admission Fee including Annual and Semester Fee (As per Approved Fee Structure of CDOE)	Within 5 Days of Successful Verification of Documents
Maximum Last Date for Submission of Admission Fee including Annual and Semester Fee (As per Approved Fee Structure of CDOE)	12th March 2026
Confirmation of Admission	Within 2-3 Days of Successful Deposit of All Kinds of Fee
Orientation Programme of Students (Online)	Within 10-15 Days of Last Date of Admissions

Note:

- Applicants are hereby advised to read the information carefully and ensure their eligibility before applying and submission of online admission application form on Samarth Portal.
- No Application Form will be accepted after the last date specified for applying.
- All the applicants are required to compulsorily create ABC-ID & DEB-ID before applying for admission (filling admission application form) on Samarth Portal for OL Programmes of CDOE, CUHP.

ABOUT THE UNIVERSITY

GENESIS

The Prime Minister, in his address to the nation on August 15, 2007, announced the establishment of a Central University in each of the states that did not have a Central University thus far. Subsequently, 11th Plan provided for the establishment of 16 new Central Universities. Accordingly, the Central Universities Act 2009 (No. 25 of 2009) which received Presidential assent on 20th March 2009 provided for the establishment of Central University of Himachal Pradesh amongst others.

ESTABLISHMENT OF THE UNIVERSITY

The Central University of Himachal Pradesh has been established under the Central Universities Act 2009 (No. 25 of 2009) enacted by the Parliament. The University is funded and regulated by the University Grants Commission (UGC). The University became functional with the assumption of charge by the first Vice Chancellor on 20th January 2010.

VISION OF THE UNIVERSITY

While the development of infrastructure of the university may take a while, it has an ambitious Vision Document prepared in consultation with eminent experts in the field of education. The Vision Document and Strategic Plan of the university as approved by the statutory authorities of the university and are available on the website of the university (www.cuhimachal.ac.in).

Accordingly, in times to come, the university will grow to have purpose-built, state-of-the-art campus that will have 15 Schools of Study with nearly 03 Colleges, 62 Departments and about 81 Centres (as per amended statute 40).

LOCATION AND HEADQUARTERS

The Headquarters of the university is located at Dharamshala, District Kangra, Himachal Pradesh. Presently, the university has the following three campuses:

(i) Sapt-Sindhu Campus, Dehra, District Kangra (HP)

(ii) Dhauladhar Campus, Dharamshala, District Kangra (HP)

(iii) Shahpur Campus, Shahpur, District Kangra (HP)

VICE-CHANCELLOR'S OFFICE

The Vice-Chancellor's Office, which presently serves as the headquarters of the university is located at Dharamshala (Near International Cricket Stadium), Dharamshala, District Kangra (HP).

UNIVERSITY RANKINGS

The University is accreditated by NAAC with 'A+' grade with CGPA of 3.42 and is the only university in the state of Himachal Pradesh with A+ grade. Recognising the academic and research excellence of the university, the UGC has granted graded autonomy to the university. It is among the selected university of the country to have such autonomy.

The University entered in the elite top 10 club of the country's central universities and ranked 8th in the IIRF rankings due to innovative teaching and research pedagogy.

ACCESSIBILITY & CONNECTIVITY

The University is well-connected through air, road & rail networks. The nearest airport is at Gaggal, Dharamshala. The nearest two railway stations are at Pathankot and Amb Andaura.

IMPLEMENTATION OF NEP 2020 IN CUHP

The Central University of Himachal Pradesh, with focus on inclusive and equitable higher education, had adopted National Education Policy 2020 from the academic year 2021-22. Multiple Entry and Exit systems at various stages were implemented in the university from the academic session 2022-23. To stay in sync with the national level institutions, the University follows the guidelines of multiple entry and exit in all its academic programmes issued by UGC on July 29, 2021.

The University has developed a mechanism of multiple entry and exit from the academic session 2021-22 in line with the recommendations of National Education Policy 2020. The 2nd year would be entirely devoted to research/ industry based project only as the student may go directly for PhD programme/ industry after completion of these programmes.

A large component of IKS and Vocational/ Skill Courses are offered at the Master's Degree level. All courses are conducted in blended mode i.e., offline and online compulsorily in Master's Degree Programmes.

Two courses on the Indian Knowledge System (IKS) are introduced in the 1st semester and 2nd semester respectively. In the 1st semester, the course is uniform for all the Master's Degree Programmes in the University. The second course on Indian Knowledge System (IKS) are offered in 2nd semester which is designed by the Department concerned.

The Course Basket of interdisciplinary major and minor courses of 4/2 credits is prepared at the university level, for which the departments/centres submit a course basket. The course basket is clubbed at

the university level. The students have to take at least one course of their choice from this basket. The hybrid learning model is used during the classroom teaching, so that the students at distant places may also attend the class in real time.

All the Departments/Centres of the university offer Value Added Courses (VAC) of 20 credits apart from their discipline-specific courses. The value-added course are offered by the Department/Centre either independently or in collaboration with other Departments/Centres. These courses are offered in a blended mode where anyone having a minimum School leaving certificate obtained after the successful completion of Grade 12 in any discipline can be enrolled. These courses are also available for the students who are pursuing their Master's Degree in CUHP. The students have the option to complete this value-added course within 3 years from the date of enrolment in the course. After successful completion of the Value-Added Course, a student is awarded a Certificate by the University. This certificate may be of 10 credits (for three months) or 20 credits (for six months), which a student has to earn during the stipulated time period. Vocational Courses being offered by one Department/Centre may be considered as Value-Added Courses for the students of other Departments.

For disciplinary major and minor courses of 4/2 credits, the Department/Centre offer a course basket from where students have select the course of their choice. The total courses of any Programme will have the weightage in the range of 50% to 60% for theory and 40% to 50% for practice.

About Centre for Distance and Online Education (CDOE), CUHP

The Centre for Distance and Online Education (CDOE) is an integral part of the Central University of Himachal Pradesh (CUHP), Dharamshala (HP)-INDIA established by Government of India under Central Universities Act 2009. The CDOE was established in the year 2025 with the main aim of improving inclusive access and equity in the field of higher education as has been enunciated in the Constitution of India. The CDOE is headed by the Director with fully dedicated administrative team for its smooth functioning. The CDOE has been approved and entitled by University Grants Commission - Distance Education Bureau (UGC-DEB) to offer academic programmes through online learning (OL) mode from July 2025 session onwards. The CDOE, CUHP has admitted its first batch of students in five online learning programmes duly approved by the UGC-DEB in July, 2025 admission cycle.

The CDOE emphasizes on providing quality higher education at the doorsteps of those who have either been traditionally deprived of such opportunities due to socio-economic reasons or were not able to complete their higher education due to professional and personal engagements. The CDOE attempts to provide such flexible and innovative modes of education to ensure 'independent learning' to anyone, anytime and anywhere at their own pace and convenience, and promotes the principle of 'Learn while Earn' as has been emphasized in National Education Policy (NEP)-2020. The Centre is presently offering Online Learning (OL) programmes at Post Graduate level. These OL programmes have been tailored to meet the learning requirements of knowledge seekers, professionals and socio-

economically deprived individuals who wish to upgrade their educational status. The CDOE follows the same curriculum which is being offered in face-to-face academic programmes of CUHP. The CDOE offers a wide range of courses which will help in enhancing the skills of the learners. For this purpose, skill-oriented courses, practical-based courses, market-oriented courses, profession-based courses, industry-driven courses, research-oriented courses and internship/field work have been made integral components of different programmes. The CDOE also offers courses on Bhartiya (Indian) Knowledge System (IKS) and value-oriented courses to imbibe the learners with different values and pride in being a 'Bhartiya' by spirit, thoughts, intellect and deeds. The OL programmes offered by the CDOE are affordable for the aspirants both in terms of finance and time required to be invested for completing the studies. The CDOE adopts a diversity of instructional strategies ranging from e-self learning material (e-SLM), video lectures, Audio podcasts, live discussion forums, interactive sessions, e-tutorials to use of open educational resources (OERs), online lectures and seminars by field experts etc. The CDOE has fully equipped ICT laboratory and state of the art computer centre to offer online programmes of highest quality.

The CDOE has a fully dedicated academic team comprising of programme coordinators, course coordinators, course mentors and dedicated faculty members for providing academic support services to the learners. An exclusive technical team has been constituted by CDOE for providing learner support services from pre-admission stage to the stage of final award of degree to the learners. The degrees / diplomas awarded by CDOE through OL mode are equivalent to the degrees offered through conventional mode. The CDOE is fully committed to provide the learners with such learning experiences and exposure that will improve their personal and professional life in a manner which will help them in contributing towards the vision of "Viksit Bharat@2047".

Our Mission

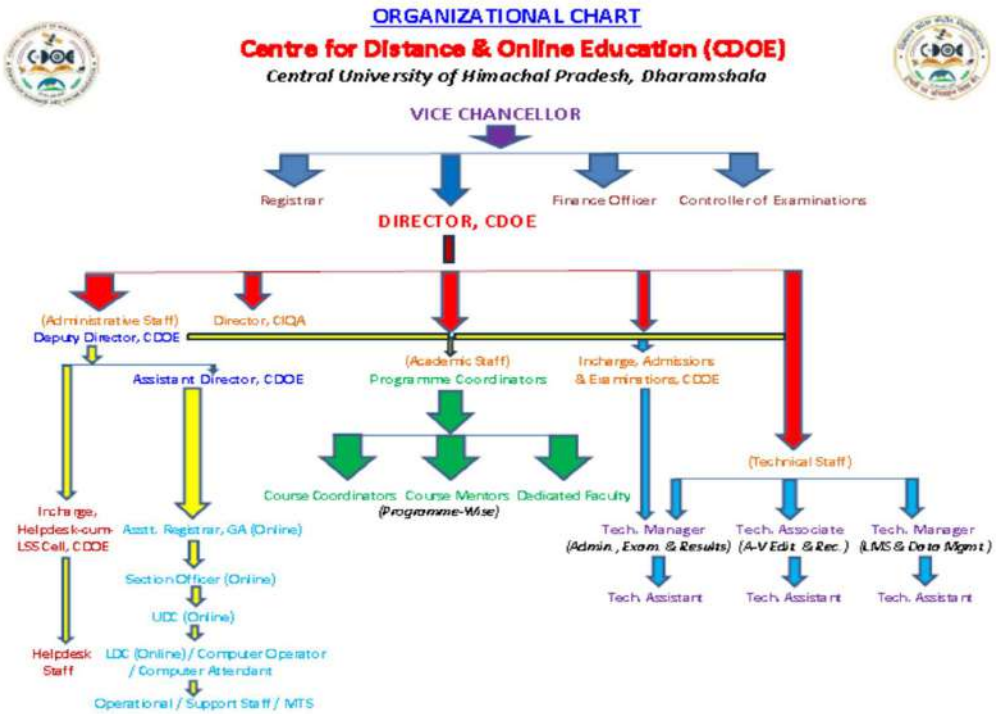
The CDOE emphasizes on providing quality higher education at the doorsteps of those who have either been traditionally deprived of such opportunities due to socio-economic reasons or were not able to complete their higher education due to professional and personal engagements.

The CDOE attempts to provide flexible and innovative modes of education to ensure 'independent learning' to anyone, anytime and anywhere at their own pace and convenience, and promotes the principle of 'Learn while Earn' as has been emphasized in National Education Policy (NEP)-2020.

FDP-cum-Workshop on e-SLM Development organised by CDOE with Academic Support from STRIDE-IGNOU

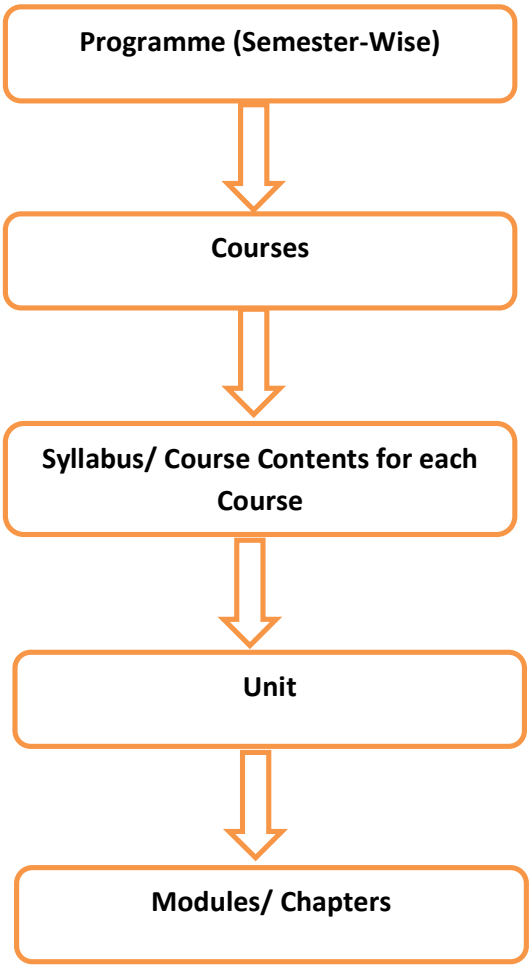
Organogram of CDOE, CUHP

CDOE, CUHP has following Organisational Structure:



Nomenclature Implemented by CDOE, CUHP

The Centre for Distance & Online Education (CDOE), Central University of Himachal Pradesh employs the following nomenclature/ terminology in its Online Programmes:



1. A Programme consists of different courses in each semester.
2. Each Course has its course contents (syllabus) which is divided into Units.
3. Each Unit has been further divided into 2-3 Modules / Chapters having its Specific Micro-Contents.

CDOE on Social Media

CDOE, CUHP in its endeavor to ensure quality learning experience to its learners and to engage with them across the touch points, has active digital and social media presence. To interact and communicate with the learners, CDOE has the following online facilities/ support through which learners can get information pertaining to CDOE and its different programmes:

- **CDOE Website**

  www.cdoe.cuhimachal.ac.in

- **YouTube Channel (Centre for Distance and online Education)**

  www.youtube.com/@CDOE-CUHP

- **X (Link)**

  Centre for Distance and Online Education (@CDOE_CUHP) / X

- **Facebook Page Link**

  https://www.facebook.com/share/1DGCn3KU6Y/

- **Linked-In**

  www.linkedin.com/in/centre-for-distance-and-online-education-central-university-of-himachal-pradesh-038218363

Who Can Apply for Admission in OL Programmes of CDOE, CUHP?

CDOE admissions are open to:

- Students who have completed graduation and want to pursue post graduation
- Students who wish to pursue self-paced post graduation and looking for academic flexibility
- Students who are interested in two degrees simultaneously
- Gap Year Students; who have dropped education due to any reason and want to complete the
- Foreign national who satisfies the admission requirements
- Individuals seeking career growth, promotions, or skill enhancement can apply for online programmes to study without quitting their jobs and looking for flexible scheduling and cost-effectiveness
- Homemakers, retirees, and those residing in remote or rural areas can apply to pursue higher education without needing to relocate or adhere to strict class timings
- Learners of any age group fulfilling minimum eligbility criteria.
- Budget-conscious learners looking for a credible, recognised qualification from reputed HEI.

Steps for Online Admission Process

Learners may employ following steps for admission to OL programmes of CDOE,CUHP:

Step 1 • **Generate ABC-Id & DEB-Id**(Guide is given at the end of the Prospectus)

Step 2 • **Register on SAMARTH Portal of CDOE, CUHP** (Visit CDOE, CUHP Website www.cdoe.cuhimachal.ac.in)

Step 3 • **Fill out the application form online** (Please ensure eligibility criteria)

Step 4 • **Upload essential documents** (Ensure clarity of the images; wrong document may lead to cancellation of admission)

Step 5 • **Pay requisite Registration/ Enrollment, Admission & Application Fee** (One time and non-refundable)

Step 6 • **Fill Payment/ Transaction Details & Upload Payment Receipt and Finally Submit the Application Form**

Step 7 • **Verification of Documents by CDOE, CUHP**

Step 8 • **Get Confirmation of Admission from CDOE, CUHP as per admission Schedule** (Visit your SAMARTH Portal Dashboard)

Step 9 • **Pay Prescribed Programme Fee** (Please see fee structure)

Step 10 • **Get CDOE, CUHP Enrollment Number** (CDOE will share)

Academic/ Activity Calendar of CDOE

For smooth functioning of CDOE and appropriate delivery of online programme, the academic calendar/ activity calendar is developed by CDOE in accordance with guidelines and schedule prescribed by UGC-DEB which is followed in letter and spirit. The admissions and examinations in online programme are conducted in accordance with UGC-DEB guidelines issued from time to time. Detailed activity calender of the CDOE, CUHP as per the guidelines and schedule issued by the UGC-DEB is given below. Students are advised to visit CDOE website regularly for any update in this regard.

Academic Calendar (January-February 2026 Session)

Session: January-February 2026	
Activities	**Dates**
Start of Admissions to OL Programmes (as per UGC-DEB Guidelines)	3rd February 2026
Last Date for Admissions (as per UGC-DEB Guidelines)	30th March 2026
Confirmation of Admission to Learners	5th April 2026
Orientation Sessions for Programme Coordinators (PCs), Course Coordinators (CCs) & Dedicated Faculty	6th to 15th April 2026
Orientation-cum-Induction Programme for Online Learners regarding Programme Structure, Course Structure, Examination Pattern, Academic Activities etc.	16th to 20th April 2026
Training of Online Learners for Using SAMARTH & SAWAYAM Portal, Digital Platforms etc.	21st to 25th April 2026
Course Registration of Online Learners for 1st Semester (Jan.-Feb. 2026 Session) on SAMARTH & SWAYAM Portal	26th to 30th April 2026
Start of Online Academic Activities	1st May 2026 onwards
Continuous Internal Assessment (CIA) / Assignment Submission by Learners through Online Mode	21st to 31st July 2026
Tentative Date of End-Semester Examinations (ESE)	2nd Week of September 2026
End of Academic Session (January-February 2026)	30th September 2026
Admission Registration for 2nd Semester (Tentative)	1st October 2026 Onwards
Start of Admissions to OL Programmes for July, 2026 Session (For Fresh Applicants)	As per UGC-DEB Guidelines

Note: ***The CDOE, CUHP shall reserve the right to change/revise schedule of activities mentioned in academic calendar depending upon the emerging situations and as per instructions received from UGC-DEB from time to time.***

General Orientation Prgramme organized by CDOE for Newly Admitted Students of July, 2025 Session of Online Learning Programmes

OL Programme Specific Details

ONLINE PG PROGRAMMES OF STUDY ON OFFER IN JAN-FEB 2026 SESSION

In the Academic Session of Jan-Feb 2026, following Schools/ Departments of the University are going to offer following Online Learning (OL) Programmes of Study at PG Level:

PROGRAMMES OF STUDY	PROGRAMME DURATION	CREDITS REQUIRED	INTAKE
School of Commerce & Management Studies			
❖ HPKV Business School ▪ **Two-Year Online Master of Business Administratio (MBA)**	**4 Semesters**	**80 PG Credits**	**500**
School of Mathematics, Computers & Information Sciences			
❖ Department of Computer Science & Informatics ▪ **Two-Year Online Master of Computer Applications (MCA)**	**4 Semesters**	**80 PG Credits**	**200**
School of Social Sciences			
❖ Department of Economics ▪ **Two-Year Online Master of Arts in Economics (MAECO)**	**4 Semesters**	**80 PG Credits**	**Unlimited**
❖ Department of Political Science ▪ **Two-Year Online Master of Arts in Political Science (MAPOL)**	**4 Semesters**	**80 PG Credits**	**Unlimited**
❖ Department of History ▪ **Two-Year Online Master of Arts in History (MAHIS)**	**4 Semesters**	**80 PG Credits**	**Unlimited**

Note:

The intake capacity for different programmes of study is approved by the UGC-DEB and admission shall be granted based on minimum eligibility criteria in case of programmes with unlimited seats and on merit basis in case of programmes with limited seats. Reservation in admission shall also be applicable as per GoI rules in case of OL programmes with limited seats.

Hon'ble Vice-Chancellor Prof. S. P. Bansal with CDOE Authorities Launching Programme Guides of OL Programmes

SALIENT FEATURES OF ONLINE PG PROGRAMMES OF STUDY

COURSE / SCHOOLS / DEPARTMENT	SALIENT FEATURES
SCHOOL OF COMMERCE & MANAGEMENT STUDIES	
• **MBA (Master of Business Administration)**	❖ Strong academia-industry interface ❖ Curriculum aligned with NEP-2020 ❖ On-the-job training and internship & Project Work based on field study ❖ Specialisation based courses to meet industry requirement ❖ Focus on case-study, virtual demonstration, online quizzes in teaching-learning ❖ Periodic doubt clearing sessions and special mentoring session ❖ Quality e-SLM, e-tutorials and active discussion forum ❖ Transactional delivery through SWAYAM; credible LMS
SCHOOL OF MATHEMATICS, COMPUTERS AND INFORMATION SCIENCE	
• **MCA(Master of Computer Applications)**	❖ Well-equipped Labs with latest hardware and software catering to the computational needs ❖ Industrial training/ virtual lab manuals to expose students to on-going developments ❖ Undertaking mini projects and organising training workshops. ❖ Periodic doubt clearing sessions and special mentoring session ❖ Quality e-SLM, e-tutorials and active discussion forum ❖ Transactional delivery through SWAYAM; credible LMS
SCHOOL OF SOCIAL SCIENCES	
• **MA (Economics)**	❖ Nurturing students to become competent economists/researchers having comprehensive understanding of theoretical and empirical issues both in traditional and emerging branches in economics ❖ Offering a mix of courses on economic theory, applied economics, quantitative techniques and field work ❖ Developing basic skills in writing research reports and policy documents to successfully compete in the job market both nationally and internationally ❖ Periodic doubt clearing sessions and special mentoring session ❖ Quality e-SLM, e-tutorials and active discussion forum ❖ Transactional delivery through SWAYAM; credible LMS
• **MA (History)**	❖ To make learners able to connect with the history and culture of the land and uphold its civilizational glory ❖ Rich e-SLM covering various dimensions of historical literature ❖ Periodic doubt clearing sessions and special mentoring session ❖ Quality e-SLM, e-tutorials and active discussion forum ❖ Transactional delivery through SWAYAM; credible LMS
• **MA (Political Science)**	❖ Follows omprehensive social science approach that integrates and interrogates Sociological, economic, philosophical and cultural dimensions. ❖ Encourages a comprehensive study of the field of politics, keeping especially the Indian reality in focus ❖ Emphasis on the need to combine theory with ethnographic and archival work. ❖ Acquaint learners with both Western Political Theory and Indian Political Thought in order to address and open out new empirical material to fresh questions. ❖ . Periodic doubt clearing sessions and special mentoring session ❖ Quality e-SLM, e-tutorials and active discussion forum ❖ Transactional delivery through SWAYAM; credible LMS

MINIMUM ELIGIBILITY CONDITIONS FOR ADMISSION IN TWO-YEAR ONLINE PG PROGRAMMES OF STUDY

The minimum eligibility requirements and selection criteria for admission in the **Two-Year Online PG Programmes of Study** are as under:

Sl. No.	Programme Code	Programme Name	Eligibility Conditions for the OL Programme
1.	MBA	Master of Business Administration	Three Year Bachelor/Undergraduate degree from a recognized university or an equivalent examination with a minimum of 120 credits. There is no entrance test for admission to two year online MBA programme.
2.	MCA	Master of Computer Applications	"Passed BCA/ Bachelor Degree in Computer Science and Engineering or equivalent Degree. **OR** Passed Bachelor Degree in any discipline with Mathematics at 10+2 Level or at Graduation Level. (The students admitted with such eligibility shall require to undertake Bridge Course of 04 credits in first semester as prescribed by the University/ CDOE in addition to other required courses. The students possessing PGDCA diploma qualification along with bachelor degree need not to undertake the Bridge Course.
3.	MA (Eco)	Master of Arts in Economics	Three Year Bachelor/Undergraduate degree from a recognized university or an equivalent examination with a minimum of 120 credits. There shall be no entrance test for admission to Two-year online MA programmes.
4.	MA (Pol Science)	Master of Arts in Political Science	
5.	MA (His)	Master of Arts in History	

ADMISSION CRITERIA FOR TWO-YEAR ONLINE PG PROGRAMMES

- Admission to Two Year Online PG Programmes is open for all and admission shall be granted based on minimum eligibility criteria in case of programmes with unlimited seats and on merit basis in case of programmes with limited seats as per approved intake by following UGC-DEB guidelines..
- There is no reservation of seats for admission in Two Year Online PG Programmes with Unlimited Seats. Reservation of seats shall be applicable as per GoI rules for admission in Two Year Online PG Programmes with Limited Seats only.
- Admission to two year online PG Programmes shall be made only through online Samarth Portal of CDOE, CUHP.

ADMISSION OF FOREIGN NATIONALS / INTERNATIONAL LEARNERS / NRIs

(i) Centre for Distance and Online Education (CDOE), Central University of Himachal Pradesh is eligible to enrol international students as per University Grants

Commission (Open and Distance Learning Programmes and Online Learning Programmes) Regulation, 2020, Part II, Clause 3 (B)(b)(ii).

(ii) Candidates belonging to the FN/NRI/PIO category shall not be required to generate UGC - DEB ID as per public notice vide no. F. No. L-G 12O24 (DEB-II), dated. 19th August, 2024. However, they will have to fulfil minimum eligibility conditions for admission as prescribed in different Programmes of Study as specified in the admission prospectus.

(iii) Admission to such students shall be granted on merit basis (only in case of MBA & MCA) in the qualifying examination (i.e. undergraduate degree) and in case of MA Programmes (Economics, Political Science, and History), admission shall be granted to all such eligible candidates.

(iv) Application for admission by the international learners should be submitted through the FSR portal of the CDOE, CUHP along with the attested / certified copies of all the necessary documents.

(v) Candidates seeking admission under FN/NRI/PIO category shall be required to pay fees and other charges as applicable to their category as prescribed by University from time to time and as specified in the admission prospectus of CDOE. Fee under all Prescribed Particulars of Heads will be calculated in US Dollars, based on the rate of conversion from Indian Rupees on the Day of Admission/Registration.

(vi) All the International learners shall authenticate their credentials through Passport only. These learners shall pursue Online Programmes from their country of residence.

(vii) Any foreign national / international student / NRIs seeking admission to Online Learning (OL) programme of studies in CDOE, CUHP are advised to contact Incharge, Admissions and Examinations, CDOE, CUHP (Dr. Hemraj Bansal, Mobile No. 94181-41564) before applying for online learning programmes of CDOE.

RESERVATION OF SEATS IN ADMISSION (ONLY IN CASE OF MBA & MCA)

1) The university shall follow reservation in admission as mandated under the Central Educational Institutions (Reservation of Seats) Act 2006, as amended from time to time.

2) The university shall also follow reservation in admission in all programmes of study in accordance with the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 and The Rights of Persons with Disabilities Act, 2016 and The Constitution (One Hundred and Third Amendment) Act, 2019.

3) Accordingly, the university shall reserve seats in all Programmes of Study for admission as under for the students belonging to:

i.	Scheduled Caste (SC) Category	15.0%
ii.	Scheduled Tribe (ST) Category	7.5%

iii.	Other Backward Classes (OBC) Category – Non-creamy layer	27.0%
iv.	Persons with Disabilities (PWD)	5.0%
v.	EWS (Economic Weaker Section)	10% of total seats (over and above the total in take)

- Persons suffering from not less than forty per cent (40%) of any disability as certified by a competent medical authority would be considered for admission **under PWD category.**
- There will be concession facilities of fee waiver, free accommodation, food and transport for students with disabilities.

4) The Kashmiri migrant students shall have the following concessions in admission to various programmes during academic year 2025-26 (Jan-Feb 2026 session):

- Relaxation in cut-off percentage upto 10% subject to minimum eligibility requirement.
- Increase in intake capacity up to 5% course-wise.
- Reservation of at least one seat in merit quota in technical/professional institutions.
- Waiving off domicile requirements.

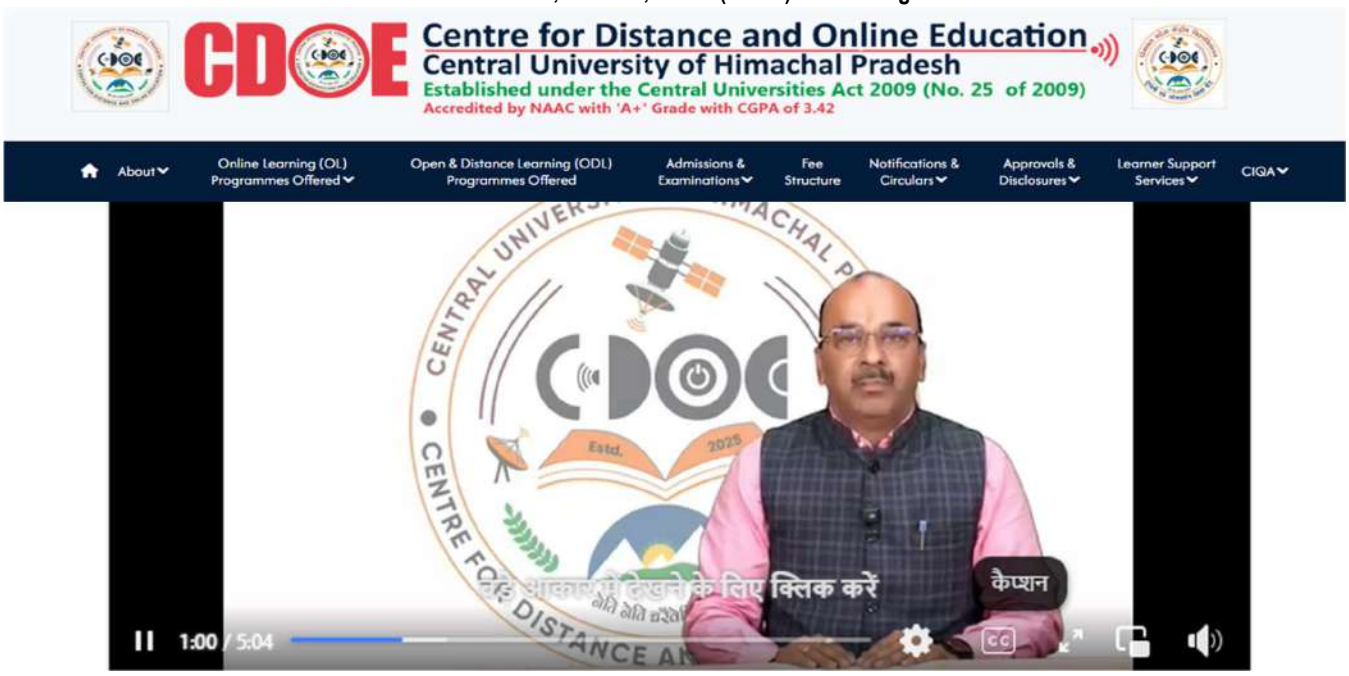
5) Two seats are available under supernumerary quota for admitting students from the state of Jammu & Kashmir.

6) Candidates seeking admission under the reserved categories shall be required to fulfil the prescribed conditions of admission to the Course.

7) The candidates applying under the reserved categories shall need to submit the Scheduled Caste/Scheduled Tribe/OBC Non-Creamy Layer Certificate/ EWS issued by the competent authority in the prescribed format during verification of documents / registration. Non-Creamy Layer certificate should not have been issued earlier than six (6) months from the date of registration.

8) If a candidate in the reserved category qualifies for admission in the general category, s/he shall be treated as a general category candidate. If sufficient number of candidates are not available to fill up the seats reserved for Scheduled Tribes, these may be filled up by suitable candidates from Scheduled Castes and vice-versa.

Prof. Vishal Sood, Director, CDOE (CUHP) introducing CDOE



DURATION AND CREDIT REQUIREMENTS OF TWO-YEAR ONLINE PG PROGRAMMES

For successful completion of two-year online PG programme, minimum & maximum duration and credit requirements are given in the following table:

Description	Duration/ Credit Requirements
Duration of the Two-Year Online PG Programmes	The minimum duration for completion and award of the postgraduate (PG) degree in Online Mode is in accordance with the UGC guidelines as adopted by the University from time to time and the maximum duration for completion and award of degree at the postgraduate levels in Online mode shall be double the minimum duration of the respective programmes in accordance with the UGC guidelines as adopted by the University from time to time.
Credit Requirements of Two-Year Online PG Programmes	Students enrolled in Two Year Online PG Programme with a three-year UG degree are required to acquire 80 credits and students enrolled with four-year UG degree (Honours/ Honours with Research) are required to acquire 40 credits to complete the PG programme/degree successfully.

CDOE, CUHP Faculty during Recording of Video Lectures

Launch of PPRs by the CDOE Authorities

CDOE Centre for Distance and Online Education
Central University of Himachal Pradesh
Established under the Central Universities Act 2009 (No. 25 of 2009)
Accredited by NAAC with 'A+' Grade with CGPA of 3.42
Apply Now
(For OL Programmes)

FEE STRUCTURE OF TWO-YEAR ONLINE PG PROGRAMMES

The fee structure prescribed for Two-year online PG programmes by the university for Jan-Feb 2026 Session is as under:

Name of the Programme	I Semester	II Semester	III Semester	IV Semester	Total (in Rs)
MBA	27,400.00	21,900.00	26,000.00	21,500.00	96,800.00
MCA	20,950.00*	15,400.00	19,350.00	14,500.00	70,200.00
MA (Economics)	8800.00	5050.00	7300.00	4800.00	25,950.00
MA (Political Science)	8550.00	5050.00	7300.00	4550.00	25,450.00
MA (History)	8550.00	5050.00	7300.00	4,300.00	25,200.00

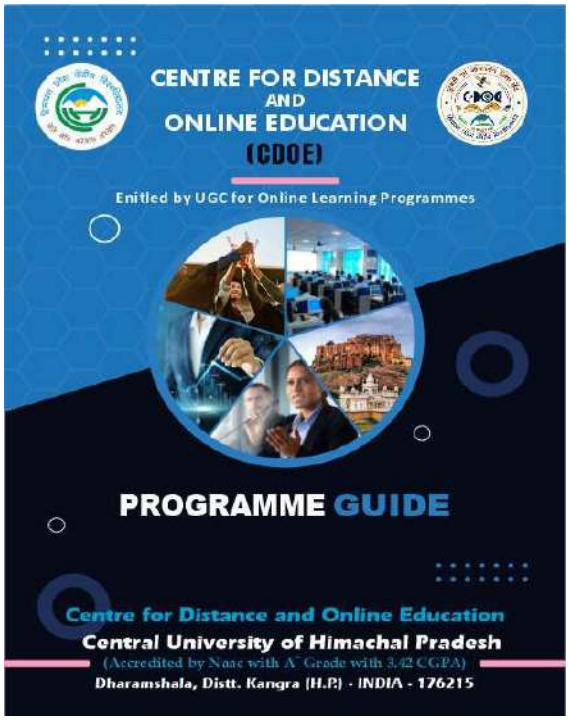
Note: 1) Above fee in Semester-I does not include Rs. 2000/- as registration/admission & application fee (Non-refundable) payable at the time of applying online for admission on Samarth Portal.

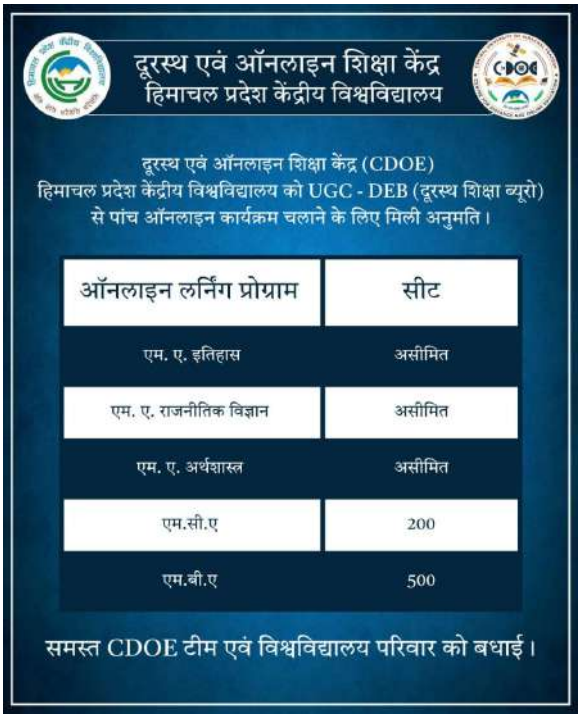
2) The above fee is subject to change as decided and notified by the University from time-to-time. Any clerical error due to typing / calculation / printing in above fee is subject to modification, if found at any later stage.

3) Above fee includes e-Suvidha Fee. The detailed Component-wise Fee Structure is given at the end of this prospectus which can also be accessed on CDOE website.

* Students required to undertake bridge course in case of MCA programme in first semester, will have to pay e-suvidha fee separately for this course at the time of admission / registration in second semester.

FEE FOR INTERNATIONAL STUDENTS / NRIs: The Fee for International Students and NRIs shall be DOUBLE of above proposed FEE under all Particulars of Heads which will be calculated in US Dollars, based on the rate of conversion from Indian Rupees on the Day of Admission/Registration.





PROGRAMME COORDINATORS AND DEDICATED FACULTY

For proper delivery and implementation of Two-year online PG Programmes, the University has appointed Programme Coordinator for each programme of study. Similarly, for each course of all four semesters of two-year online PG programme, the university has appointed dedicated course coordinators. In addition, administrative and technical staff, dedicated faculty for each programme of study have also been appointed to operationalise these online programmes effectively. Details of Programme Coordinators and Dedicated Faculty is given below:

Sl. No.	Name of the Faculty	Designation	Name of the Programme	Email Address	Contact Number
Name of the Programme: Two-Year Online MBA					
Programme Coordinator					
1.	Dr. Aditi Sharma	Assistant Professor	Two-year Online MBA	draditisharmacuhp@hpcu.ac.in	8894454768
Dedicated Faculty					
1.	Dr Rita Devi	Assistant Professor	Two-year Online MBA	rita.sharma877@hpcu.ac.in	9816540429
2.	Dr Ruchi Sharma	Assistant Professor	Two-year Online MBA	ruchisharma@hpcu.ac.in	6230282186
Name of the Programme: Two-Year Online MCA					
Programme Coordinator					
1.	Dr. Parveen Sadotra	Assistant Professor	Two-year Online MCA	dr.parveensadotra@hpcu.ac.in	7006103610
Dedicated Faculty					
1.	Mr. Manoj Dhiman	Assistant Professor	Two-year Online MCA	manojdhiman.it@hpcu.ac.in	7018294018
2.	Mr. Mayank Chopra	Assistant Professor	Two-year Online MCA	mayankchopra@hpcu.ac.in	8894834638
Name of the Programme: Two-Year Online MA (Economics)					
Programme Coordinator					
1.	Prof. Sanjeet Thakur	Professor	Two-year Online MA (Economics)	thakursanjeet55@hpcu.ac.in	9857300053
Dedicated Faculty					
1.	Dr Amit Kumar Basantaray	Assistant Professor	Two-year Online MA (Economics)	amiteco@hpcu.ac.in	9805843839
2.	Dr Kamal Singh	Assistant Professor	Two-year Online MA (Economics)	kamaleco84@hpcu.ac.in	9805195778

Name of the Programme: Two-Year Online MA (Political Science)					
Programme Coordinator					
1.	Dr. Vimal K. Kashyap	Assistant Professor	Two-year Online MA (Political Science)	vimal.ir.p@hpcu.ac.in	8368606544
Dedicated Faculty					
2.	Dr. Arundhati Sharma	Assistant Professor	Two-year Online MA (Political Science)	arundhatisharma83@gmail.com	8800920320
3.	Mrs. Aaradhana Singh	Assistant Professor	Two-year Online MA (Political Science)	Singh.aaradhana28@hpcu.ac.in	9560711978
Name of the Programme: Two-Year Online MA (History)					
Programme Coordinator					
1.	Dr. Jagdish Parsad	Associate Professor	Two-year Online MA (History)	raojprasad@gmail.com	9811701650
Dedicated Faculty					
1.	Dr. Rajeev Kumar	Assistant Professor	Two-year Online MA (History)	rajeev6jnu@gmail.com	9953406274
2.	Dr. Thuktan Negi	Assistant Professor	Two-year Online MA (History)	thuktannegi206@hpcu.ac.in	9899056227

PROGRAMME STRUCTURE, COURSE CODES AND COURSE COORDINATORS

Two-year online programmes on offer during Jan-Feb 2026 session has the following programme structure and course codes:

1. Programme: Master of Business Administration (MBA)

The detailed programme structure, course codes and semester-wise courses in two-year online MBA programme are given as under:

Semester-I		
Course Code	**Name of the Course**	**Credits**
MGT 115A	Marketing Management	4
MGT 116A	Organizational Behaviour	4
MGT 528	Business Communication Skills	2
MCO101	Accounting for Managerial Decisions	4
MGT 130	Managerial Economics	4
MGT 584	Indian Knowledge System	2

Semester-II		
Course Code	**Name of the Course**	**Credits**
MGT 221	Consumer Behaviour	4
MGT 223	Human Resource Management	4
MGT213	Financial Management	4
Disciplinary/ Interdisciplinary: Major Courses (Required Credits: 04)		
MGT 343	Retail Management	4
MGT 323	Indian financial System	
MGT 457	Conflict Management & Negotiation Skills	
MGT 450	Business Research Methods	2
MGT 593	Indian Ethos and Business Ethics	2
Semester-III		
Course Code	**Name of the Course**	**Credits**
Disciplinary/ Interdisciplinary: Major Courses (Required Credits: 04)		
MGT 309	Mergers and Acquisition	4
MGT 377	International HRM	
MGT 443	Service Marketing	
MGT 498	On the Job Training/ Project Report regarding On-the-Job Training	4
MGT 304	Strategic Management	4
MGT 103	Business Statistics	4
MGT 394	Entrepreneurship Development	4
Semester-IV		
Course Code	**Name of the Course**	**Credits**
Disciplinary/ Interdisciplinary: Major Courses (Required Credits: 04)		
MGT 328	Corporate Governance and Social Responsibility	4
MGT 368	Human Resource Development	
MGT 555	Advertising and Sales Management	
MGT 501	Sustainable Development Management	4
MGT 201	Business Analytics	4
MGT 409 A	Comprehensive Viva Voce	4
MGT 410	Dissertation (PG)	4

Note: 1) Above course structure is subject to change as decided by the University from time-to-time.

For detailed curriculum structure and course/unit-wise syllabus, please visit CDOE website.

Course Coordinators and Academic Support (MBA)

For proper delivery and implementation of Two-year online MBA Programme, the University has appointed Dr. Aditi Sharma as the Programme Coordinator. Similarly, for each course of all four semesters of two-year online MBA programme, the university has appointed dedicated course coordinators separately as given ahead. In addition to this, other administrative staff, technical staff and support staff has also been appointed/nominated by the university for offering Two-year online MBA Programme along with other proposed online programmes of CDOE. The two dedicated faculty members (Dr. Rita Devi & Dr. Ruchi Sharma) have also been appointed for Two-year online MBA programme.

Master of Business Administration (MBA) 1st Semester				
Course Code	**Name of the Course**	**Name of Course Coordinator**	**Email id**	**Mobile Number**
MGT 115A	Marketing Management	Prof. Surya Rashmi Rawat	rawatsuryarashmi@hpcu.ac.in	9049776832
MGT 116A	Organizational Behaviour	Dr Bhawana Bhardwaj	bhawnacuhp@gmail.com	9816048849
MGT 528	Business Communication Skills	Dr. Aditi Sharma	draditisharmacuhp@hpcu.ac.in	8894454768
MCO101	Accounting for Managerial Decisions	Dr. Manpreet Arora	arora.manpreet3@hpcu.ac.in	9816343330
MGT 130	Managerial Economics	Dr. Devesh Kumar	deveshkumarsharma@hpcu.ac.in	9816570563
MGT 584	Indian Knowledge System	Prof. Bhag Chand Chauhan	bcawake@hpcu.ac.in	9418472694
Master of Business Administration (MBA) 2nd Semester				
Course Code	**Name of the Course**	**Name of Course Coordinator**	**Email id**	**Mobile Number**
MGT 221	Consumer Behaviour	Dr Sarvesh Kumar	sarveshkumar@hpcu.ac.in	7807345199
MGT 223	Human Resource Management	Dr Rita Devi	rita.sharma877@hpcu.ac.in	9816540429
MGT213	Financial Management	Dr Manpreet Arora	arora.manpreet3@hpcu.ac.in	9816343330
MGT 343	Retail Management	Dr Ruchi Sharma	ruchisharma@hpcu.ac.in	6230282186
MGT 323	Indian financial System	Dr Manpreet Arora	arora.manpreet3@hpcu.ac.in	9816343330
MGT 457	Conflict Management & Negotiation Skills	Dr Bhawana Bhardwaj	bhawnacuhp@gmail.com	9816048849
MGT 450	Business Research Methods	Dr Devesh Kumar	deveshkumarsharma@hpcu.ac.in	9816570563
MGT 593	Indian Ethos and Business Ethics	Prof. Surya Rashmi Rawat	rawatsuryarashmi@hpcu.ac.in	9049776832

Master of Business Administration (MBA) 3rd Semester				
Course Code	**Name of the Course**	**Name of Course Coordinator**	**Email id**	**Mobile Number**
MGT 309	Mergers and Acquisition	Dr Manpreet Arora	arora.manpreet3@hpcu.ac.in	9816343330
MGT 377	International HRM	Dr Alka Lalhall	alkalalhall12@gmail.com	9805111571
MGT 443	Service Marketing	Dr Sarvesh Kumar	sarveshkumar@hpcu.ac.in	7807345199
MGT 498	On the Job Training/ Project Report regarding On-the-Job Training	Dr Ruchi Sharma	ruchisharma@hpcu.ac.in	6230282186
MGT 304	Strategic Management	Dr Manpreet Arora	arora.manpreet3@hpcu.ac.in	9816343330
MGT 103	Business Statistics	Prof Sanjeev Gupta	sanjeeveco@hpcu.ac.in	9814948812
MGT 394	Entrepreneurship Development	Dr. Sarvesh Kumar	sarveshkumar@hpcu.ac.in	7807345199
Master of Business Administration (MBA) 4th Semester				
Course Code	**Name of the Course**	**Name of Course Coordinator**	**Email id**	**Mobile Number**
MGT 328	Corporate Governance and Social Responsibility	Dr Manpreet Arora	arora.manpreet3@hpcu.ac.in	9816343330
MGT 368	Human Resource Development	Dr Rita Devi	rita.sharma877@hpcu.ac.in	9816540429
MGT 555	Advertising and Sales Management	Dr Ruchi Sharma	ruchisharma@hpcu.ac.in	6230282186
MGT 501	Sustainable Development Management	Dr. Sarvesh Kumar	sarveshkumar@hpcu.ac.in	7807345199
MGT 201	Business Analytics	Dr Devesh Kumar	deveshkumarsharma@hpcu.ac.in	9816570563
MGT 409 A	Comprehensive Viva Voce	Dr Bhawana Bharadwaj	bhawnacuhp@gmail.com	9816048849
MGT 410	Dissertation (PG)	Dr. Anil Kashyap	anilkashyap@hpcu.ac.in	8319682176

2. Programme: Master of Computer Applications (MCA)

The detailed programme structure and semester-wise courses in two-year online MCA programme is given as under:

Semester-I		
Course Code	**Name of the Course**	**Credits**
MCA-501	Data Structures	4
MCA-502	Data Structures-Lab	2
MCA-503	Operating System	4
MCA-521	Software Engineering	2
MCA-534	Object Oriented Programming	4
MCA IKS	Indian Knowledge System	2
MGT-528	Business Communication Skills	2
MCA-403	Fundamentals of Computer & Programming in C **(Bridge Course)**	4
Semester-II		
Course Code	**Name of the Course**	**Credits**
MCA-504	Theory of Computation	4
MCA-505	Database Management System	4
MCA-506	Database Management System Lab	2
MCA-507	Design & Analysis of algorithms	2
MCA-522	Software Testing	2
MCA-527	Python Programming	2
MCA-551	IT Tools for IKS	2
HIS-473	Cultural Heritage of Bharat	2
Semester-III		
Course Code	**Name of the Course**	**Credits**
MCA-533	Cyber Security	4
MCA-601	Research Methodology	4
MCA-516	Web Programming	4
MCA-604	Literature Review	4
MCA-605	Research Proposal	4

Semester-IV		
Course Code	**Name of the Course**	**Credits**
MCA-519	Computer Networks	4
MCA-602	Academic writing	2
MCA-603	Research Paper Publication	2
MCA-536	Java Programming	4
MCA-606	Dissertation	8

Note: 1) Above course structure is subject to change as decided by the University from time-to-time.

For detailed curriculum structure and course/unit-wise syllabus, please visit CDOE website.

Course Coordinators and Academic Support (MCA)

For proper delivery and implementation of Two-year online MCA Programme, the University has appointed Dr. Parveen Sadotra as the Programme Coordinator. Similarly, for each course of all four semesters of two-year online MCA programme, the university has appointed dedicated course coordinators separately as given ahead. In addition to this, other administrative staff, technical staff and support staff has also been appointed/nominated by the university for offering Two-year online MCA Programme along with other proposed online programmes of CDOE. The two dedicated faculty members (Mr. Manoj Dhiman & Mr. Mayank Chopra) have also been appointed for Two-year online MCA programme.

Master of Computer Applications (MCA) 1st Semester				
Course Code	**Name of the Course**	**Name of Course Coordinator**	**Email id**	**Mobile Number**
MCA-501	Data Structures	Mr. Ajay Kumar	ajaykr.bhu@hpcu.ac.in	9711873246
MCA-502	Data Structures-Lab	Mr. Ajay Kumar	ajaykr.bhu@hpcu.ac.in	9711873246
MCA-503	Operating System	Dr. Parveen Sadotra	dr.parveensadotra@hpcu.ac.in	7006103610
MCA-521	Software Engineering	Dr. Pankaj Kumar	pankajthakur28.85@gmail.com	9882249268
MCA-534	Object Oriented Programming	Mr. Manoj Dhiman	manojdhiman.it@hpcu.ac.in	7018294018
MCA IKS	Indian Knowledge System	Dr. B.C. Chauhan	bcawake@hpcu.ac.in	9418472694
MGT-528	Business Communication Skills	Dr. Aditi Sharma	draditisharmacuhp@hpcu.ac.in	8894454768
MCA-403	Fundamentals of Computer & Programming in C (Bridge Course)	Mr. Mayank Chopra	mayankchopra@hpcu.ac.in	8894834638

Master of Computer Applications (MCA) 2nd Semester				
Course Code	**Name of the Course**	**Name of Course Coordinator**	**Email id**	**Mobile Number**
MCA-504	Theory of Computation	Mr. Mayank Chopra	mayankchopra@hpcu.ac.in	8894834638
MCA-505	Database Management System	Mr. Manoj Dhiman	manojdhiman.it@hpcu.ac.in	7018294018
MCA-506	Database Management System Lab	Mr. Manoj Dhiman	manojdhiman.it@hpcu.ac.in	7018294018
MCA-507	Design & Analysis of algorithms	Mr. Ajay Kumar	ajaykr.bhu@hpcu.ac.in	9711873246
MCA-522	Software Testing	Dr. Pankaj Kumar	pankajthakur28.85@gmail.com	9882249268
MCA-527	Python Programming	Mr. Mayank Chopra	mayankchopra@hpcu.ac.in	8894834638
MCA-551	IT Tools for IKS	Dr. Pradeep Chouksey	dr.pchouksey@hpcu.ac.in	9229233762
HIS-473	Cultural Heritage of Bharat	Dr. Pravat Ranjan Sethi	pravatjnu@gmail.com	9711074357
Master of Computer Applications (MCA) 3rd Semester				
Course Code	**Name of the Course**	**Name of Course Coordinator**	**Email id**	**Mobile Number**
MCA-533	Cyber Security	Dr. Parveen Sadotra	dr.parveensadotra@hpcu.ac.in	7006103610
MCA-601	Research Methodology	Dr. Pradeep Chouksey	dr.pchouksey@hpcu.ac.in	9229233762
MCA-516	Web Programming	Mr. Mayank Chopra	mayankchopra@hpcu.ac.in	8894834638
MCA-604	Literature Review	Mr. Mayank Chopra	mayankchopra@hpcu.ac.in	8894834638
MCA-605	Research Proposal	Mr. Manoj Dhiman	manojdhiman.it@hpcu.ac.in	7018294018
Master of Computer Applications (MCA) 4th Semester				
Course Code	**Name of the Course**	**Name of Course Coordinator**	**Email id**	**Mobile Number**
MCA-519	Computer Networks	Dr. Parveen Sadotra	dr.parveensadotra@hpcu.ac.in	7006103610
MCA-602	Academic writing	Dr. Parveen Sadotra	dr.parveensadotra@hpcu.ac.in	7006103610
MCA-603	Research Paper Publication	Dr. Pradeep Chouksey	dr.pchouksey@hpcu.ac.in	9229233762
MCA-536	Java Programming	Mr. Ajay Kumar	ajaykr.bhu@hpcu.ac.in	9711873246
MCA-606	Dissertation	Dr. Parveen Sadotra	dr.parveensadotra@hpcu.ac.in	7006103610

3. Programme: Master of Arts in Economics

The detailed programme structure and semester-wise courses in Two-year online MA (Economics) programme is given as under:

Semester I

Course Code	Course Name	Credits
ECN 405	Microeconomic Theory	4
ECN 404	Mathematics for Economists	4
ECN 464	Contemporary Issues in Indian Economy I	2
ECN 403	Statistical Methods	4
ECN 406	Basics of Macroeconomics	2
IKS	Indian Knowledge System	2
HIS 469	Foundation of Indian Culture	2
Semester II		
ECN 402	Macroeconomic Theory	4
ECN 453	Development Economics	4
ECN 423	International Economics	4
ECN 463	Introductory Econometrics	2
ECN 459	Indian Economic Thought	2
ECN 465	Contemporary Issues in Indian Economy II	2
HIS 473	Cultural Heritage of Bharat	2
Semester III		
ECN 408	Public Economics	4
ECN 455	Research Methodology for Social Sciences	4
ECN 466	Econometrics with Statistical Software - I	4
ECN 468	Review of Literature & Research Proposal Writing (Theory)	4
ECN 469	Review of Literature & Research Proposal Writing (Practical)	4
Semester IV		
ECN 411	Agricultural Economics	4
ECN 467	Econometrics with Statistical Software - II	4
ECN 470	Academic Writing for Economics (Theory)	2
ECN 471 A	Academic Writing for Economics (Viva-Voce)	2
ECN 499	Dissertation (M.A.)	4
ECN 499A	Viva-Voce	4

Note: 1) Above course structure is subject to change as decided by the University from time-to-time.

For detailed curriculum structure and course/unit-wise syllabus, please visit CDOE website.

Course Coordinators and Academic Support (MA Economics)

For proper delivery and maintenance of Two-year online MA (Economics) Programme, the University has appointed Prof. Sanjeet Thakur as the Programme Coordinator. Similarly, for each course of all four semesters of two-year online MA (Economics) programme, the university has appointed course coordinators separately are given ahead. In addition to this, other administrative staff, technical staff and support staff has also been appointed/nominated by the university for offering Two-year online MA

(Economics) Programme along with other proposed online programmes. The two dedicated faculty members (Dr. Kamal Singh & Dr. Amit Kumar Basantaray) have also been appointed for Two-year online MA (Economics) programme.

Semester-I

Course Code	Course Name	Name of Course Coordinator	Email id	Mobile Number
ECN 405	Microeconomic Theory	Dr Kamal Singh	kamaleco84@hpcu.ac.in	9805195778
ECN 404	Mathematics for Economists	Dr Amit Kumar Basantaray	amiteco@hpcu.ac.in	9805843839
ECN 464	Contemporary Issues in Indian Economy I	Dr Vinod Naik	naikvinod00@hpcu.ac.in	9482835380
ECN 403	Statistical Methods	Dr Kamal Singh	kamaleco84@hpcu.ac.in	9805195778
ECN 406	Basics of Macroeconomics	Dr Kamal Singh	kamaleco84@hpcu.ac.in	9805195778
IKS	Indian Knowledge System	Prof. Bhag Chand Chauhan	bcawake@hpcu.ac.in	9418472694
HIS 469	Foundation of Indian Culture	Dr Parvat Ranjan Sethi	pravatjnu@gmail.com	9711074357
Semester-II				
ECN 402	Macroeconomic Theory	Dr Kamal Singh	kamaleco84@hpcu.ac.in	9805195778
ECN 453	Development Economics	Dr Amit Kumar Basantaray	amiteco@hpcu.ac.in	9805843839
ECN 423	International Economics	Prof. Sanjeet Singh	thakursanjeet55@hpcu.ac.in	9857300053
ECN 463	Introductory Econometrics	Dr Amit Kumar Basantaray	amiteco@hpcu.ac.in	9805843839
ECN 459	Indian Economic Thought	Dr Kamal Singh	kamaleco84@hpcu.ac.in	9805195778
ECN 465	Contemporary Issues in Indian Economy II	Dr Vinod Naik	naikvinod00@hpcu.ac.in	9482835380
HIS 473	Cultural Heritage of Bharat	Dr Parvat Ranjan Sethi	pravatjnu@gmail.com	9711074357
Semester III				
ECN 408	Public Economics	Dr Kamal Singh	kamaleco84@hpcu.ac.in	9805195778
ECN 455	Research Methodology for Social Sciences	Dr Amit Kumar Basantaray	amiteco@hpcu.ac.in	9805843839
ECN 466	Econometrics with Statistical Software – I	---	---	---
ECN 468	Review of Literature & Research Proposal Writing (Theory)	Dr Amit Kumar Basantaray	amiteco@hpcu.ac.in	9805843839
ECN 469	Review of Literature & Research Proposal Writing (Practical)	Dr Kamal Singh	kamaleco84@hpcu.ac.in	9805195778
Semester IV				
ECN 411	Agricultural Economics	Dr Vinod Naik	naikvinod00@hpcu.ac.in	9482835380
ECN 467	Econometrics with Statistical Software – II	---	---	---
ECN 470	Academic Writing for Economics (Theory)	Dr Amit Kumar Basantaray	amiteco@hpcu.ac.in	9805843839
ECN 471 A	Academic Writing for Economics (Viva-Voce)	Dr Amit Kumar Basantaray	amiteco@hpcu.ac.in	9805843839
ECN 499	Dissertation (M.A.)	Dr Vinod Naik	naikvinod00@hpcu.ac.in	9482835380
ECN 499A	Viva-Voce	Prof. Sanjeet Singh	thakursanjeet55@hpcu.ac.in	9857300053

4. Programme: Master of Arts in Political Science

The detailed programme structure and semester-wise courses in two-year online MA (Political Science) programme is given as under:

Semester-I		
Course Code	**Name of the Course**	**Credits**
POL-421	Indian Political System	4
POL-426	Western Political Thought	4
POL-424	Public Administration	4
POL-423	Comparative Politics	4
POL-450	IKS	2
HIS-469	Foundation of Indian Culture	2
Semester-II		
Course Code	**Name of the Course**	**Credits**
POL-435	Indian Political Thought	4
POL-422	Political Theory	4
POL-437	International Relations	4
POL-442	Federalism in India	2
POL-447	Political Sociology	2
POL-448	Ancient Indian Political Institutions	2
HIS-473	Cultural Heritage of Bharat	2
Semester-III		
Course Code	**Name of the Course**	**Credits**
POL-531	India and South Asia	4
POL-532	India and Regional Dynamics in the Indo-Pacific	4
POL-533	India and Central Asia	4
POL- 535	State Politics in India with Special Reference to Himachal Pradesh	4
POL-536	Research Methodology in Social Sciences	4
POL-436	Indian Foreign Policy	4
POL-539	Review of Literature in Research: A Basic Guide	4
POL-540	The Basics in Writing a Research Proposal	4
Semester-IV		
Course Code	**Name of the Course**	**Credits**
POL-543	International Organizations	4
POL-544	Issues and Challenges of Indian Democracy	4

POL-545	Foreign Policy of Emerging Powers: India China, Brazil and South Africa	4
POL-548	Indian Administrative System	4
POL-555	An Introduction to Academic Writing	2
POL-550	Academic Writing for Political Science (Viva-Voce)	2
POL-560	Public Opinion in India	4
POL-558	Dissertation	8

Note: 1) Above course structure is subject to change as decided by the University from time-to-time.

For detailed curriculum structure and course/unit-wise syllabus, please visit CDOE website.

Course Coordinators and Academic Support (MA Political Science)

For proper delivery and implementation of Two-year online MA (Political Science) Programme, the University has appointed Prof. Vimal Kumar Kashyap as the Programme Coordinator. Similarly, for each course of all four semesters of two-year online MA (Political Science) programme, the university has appointed dedicated course coordinators separately as given ahead. In addition to this, other administrative staff, technical staff and support staff has also been appointed/nominated by the university for offering Two-year online MA (Political Science) Programme along with other proposed online programmes of CDOE. The two dedicated faculty members (Dr. Arundhati Sharma & Mrs. Aaradhana Singh) have also been appointed for Two-year online MA (Political Science) programme.

Master of Arts (Political Science) 1st Semester				
Course Code	**Name of the Course**	**Name of Course Coordinator**	**Email id**	**Mobile Number**
POL-421	Indian Political System	Prof. Mridula Sharda	mridulasharda007@gmail.com	7876014767
POL-426	Western Political Thought	Mrs. Aaradhana Singh	Singh.aaradhana28@hpcu.ac.in	9560711978
POL-424	Public Administration	Dr. Vimal Kumar Kashyap	vimal.ir.p@hpcu.ac.in	8368606544
POL-423	Comparative Politics	Dr. Jyoti	jyotipolsc@hpcu.ac.in	7807522540
POL-450	IKS	Prof. Bhag Chand Chauhan	bcawake@hpcu.ac.in	9418472694
HIS-469	Foundation of Indian Culture	Dr. Pravat Ranjan Sethi	pravatjnu@gmail.com	9711074357
Master of Arts (Political Science) 2nd Semester				
Course Code	**Name of the Course**	**Name of Course Coordinator**	**Email id**	**Mobile Number**
POL-435	Indian Political Thought	Dr. Jyoti	jyotipolsc@hpcu.ac.in	7807522540
POL-422	Political Theory	Mrs. Aaradhana Singh	Singh.aaradhana28@hpcu.ac.in	9560711978

POL-437	International Relations	Dr. Vimal Kr. Kashyap	vimal.ir.p@hpcu.ac.in	8368606544
POL-442	Federalism in India	Prof. Mridula Sharda	mridulasharda007@gmail.com	7876014767
POL-447	Political Sociology	Dr. Jyoti	jyotipolsc@hpcu.ac.in	7807522540
POL-448	Ancient Indian Political Institutions	Dr. Vimal Kr. Kashyap	vimal.ir.p@hpcu.ac.in	8368606544
HIS-473	Cultural Heritage of Bharat	Dr. Pravat Ranjan Sethi	pravatjnu@gmail.com	9711074357

Master of Arts (Political Science) 3rd Semester

Course Code	Name of the Course	Name of Course Coordinator	Email id	Mobile Number
POL-531	India and South Asia	Dr. Arundhati Sharma	arundhatisharma83@gmail.com	8800920320
POL-532	India and Regional Dynamics in the Indo-Pacific	Dr. Vimal Kr. Kashyap	vimal.ir.p@hpcu.ac.in	8368606544
POL-533	India and Central Asia	----	----	----
POL- 535	State Politics in India with Special Reference to Himachal Pradesh	Prof. Mridula Sharda	mridulasharda007@gmail.com	7876014767
POL-536	Research Methodology in Social Sciences	Dr. Jyoti	jyotipolsc@hpcu.ac.in	7807522540
POL-436	Indian Foreign Policy	Mrs. Aaradhana Singh	Singh.aaradhana28@hpcu.ac.in	9560711978
POL-539	Review of Literature in Research: A Basic Guide	Dr. Arundhati Sharma	arundhatisharma83@gmail.com	8800920320
POL-540	The Basics in Writing a Research Proposal	Dr. Arundhati Sharma	arundhatisharma83@gmail.com	8800920320

Master of Arts (Political Science) 4th Semester

Course Code	Name of the Course	Name of Course Coordinator	Email id	Mobile Number
POL-543	International Organizations	Dr. Arundhati Sharma	arundhatisharma83@gmail.com	8800920320
POL-544	Issues and Challenges of Indian Democracy	Dr. Jyoti	jyotipolsc@hpcu.ac.in	7807522540
POL-545	Foreign Policy of Emerging Powers: India China, Brazil and South Africa	Dr. Arundhati Sharma	arundhatisharma83@gmail.com	8800920320
POL-548	Indian Administrative System	Mrs. Aaradhana Singh	Singh.aaradhana28@hpcu.ac.in	9560711978
POL-555	An Introduction to Academic Writing	Dr. Arundhati Sharma	arundhatisharma83@gmail.com	8800920320
POL-550	Academic Writing for Political Science (Viva-Voce)	----	----	----
POL-560	Public Opinion in India	Dr. Jyoti	jyotipolsc@hpcu.ac.in	7807522540
POL-558	Dissertation	----	----	----

5. Programme: Master of Arts in History

The detailed programme structure and semester-wise courses in two year online MA (History) programme is given as under:

Semester-I		
Course Code	**Name of the Course**	**Credits**
HIS451	Political and Economic History of India up to 8th c. CE	4
HIS452	Political and Economic History of India – 8th c. CE to 16th c. CE	4
HIS453	Society, Culture and Dharma in India up to Early Medieval Period	4
HIS456	Outline of Historical Tourism	4
HIS457	Bhartiya Knowledge System (IKS)	2
HIS469	Foundation of Indian Culture (IDC)	2
Semester-II		
Course Code	**Name of the Course**	**Credits**
HIS461	Political and Economic History of India during 16th – 17th Centuries	4
HIS462	National Movement of India – I: 1757 to 1857	4
HIS463	National Movement of India – II: 1858 to 1947	4
HIS467	Understanding Archaeology	2
HIS468	Science and Technology in Ancient India (IKS)	2
HIS473	Cultural Heritage of Bharat (IDC)	2
HIS475	Society, Culture and Dharma in India during the Medieval Times	2
Semester-III		
Course Code	**Name of the Course**	**Credits**
HIS 596	Numismatics and Epigraphy	4
HIS585	Research Methodology in History	4
HIS586	Software Based Data Analysis	4
HIS594	Review of Literature	4
HIS595	Research Proposal	4
Semester-IV		
Course Code	**Name of the Course**	**Credits**
HIS597	Selected Themes in Modern World History: 1789-1945	4
HIS591	Academic Writing/Paper Publication/Seminar-Conference Presentation at National Level	4
HIS592	Subject Based Data Analysis	4
HIS593	Dissertation Presentation and Viva-Voce (Practical)	8 (4+4)

Note: 1) Above course structure is subject to change as decided by the University from time-to-time.

For detailed curriculum structure and course/unit-wise syllabus, please visit CDOE website.

Course Coordinators and Academic Support (MA History)

For proper delivery and implementation of Two-year online MA (History) Programme, the University has appointed Dr. Jagdish Parshad as the Programme Coordinator. Similarly, for each course of all four semesters of two-year online MA (History) programme, the university has appointed dedicated course coordinators separately as given ahead. In addition to this, other administrative staff, technical staff and support staff has also been appointed/nominated by the university for offering Two-year online MA (History) Programme along with other proposed online programmes of CDOE. The two dedicated faculty members (Dr. Rajeev Kumar & Dr. Thuktan Negi) have also been appointed for Two-year online MA (History) programme.

Master of Arts (History) 1st Semester				
Course Code	**Name of the Course**	**Name of Course Coordinator**	**Email id**	**Mobile Number**
HIS-451	Political and Economic History of India up to 8th CE	Dr. Rajeev Kumar	rajeev6jnu@gmail.com	9953406274
HIS-452	Political and Economic History of India up-to 8th c. CE to 16th c. CE	Dr. Rajeev Kumar	rajeev6jnu@gmail.com	9953406274
HIS-453	Society, Culture and Dharma in India up to early medieval Period	Dr. Thuktan Negi	thuktannegi206@hpcu.ac.in	9899056227
HIS-456	Outline of Historical Tourism	Prof. Kanwar Chanderdeep Singh	kanwar.chanderdeep@hpcu.ac.in	9531804179
IKS	Indian Knowledge System	Prof. Bhag Chand Chauhan	bcawake@hpcu.ac.in	9418472694
Pol-448	Ancient Indian Political Institutions	Dr. Vimal Kr. Kashyap	vimal.ir.p@hpcu.ac.in	8368606544
Master of Arts (History) 2nd Semester				
Course Code	**Name of the Course**	**Name of Course Coordinator**	**Email id**	**Mobile Number**
HIS-461	Political and Economic History of India during 16th-17th Centuries	Dr. Raghvendra Yadav	010raghvendrasingh@gmail.com	7987929120

HIS-462	National Movement of India-I: 1757 to 1857	Dr. Raghvendra Yadav	010raghvendrasingh@gmail.com	7987929120
HIS-463	National Movement of India-II: 1858 to 1947	Prof. Kanwar Chanderdeep Singh	kanwar.chanderdeep@hpcu.ac.in	9531804179
HIS-467	Understanding Archaeology	Dr. Jagdish Parsad	raojprasad@gmail.com	9811701650
HIS-468	Science and Technology in Ancient India(IKS)	Dr. Rajeev Kumar	rajeev6jnu@gmail.com	9953406274
ECN -465	Contemporary Issues in Indian Economy – II	Dr. Vinod Naik	naikvinod00@hpcu.ac.in	9482835380
HIS-475	Society, Culture and Dharma in India during the Medieval Times	Dr. Thuktan Negi	thuktannegi206@hpcu.ac.in	9899056227
Master of Arts (History) 3rd Semester				
Course Code	**Name of the Course**	**Name of Course Coordinator**	**Email id**	**Mobile Number**
HIS 596	Numismatics and Epigraphy	Dr. Jagdish Parshad	raojprasad@gmail.com	9811701650
HIS585	Research Methodology in History	Dr. Jagdish Parshad	raojprasad@gmail.com	9811701650
HIS586	Software Based Data Analysis	Dr. Pravat Ranjan Sethi	pravatjnu@gmail.com	9711074357
HIS594	Review of Literature	Dr. Rajeev Kumar	rajeev6jnu@gmail.com	9953406274
HIS595	Research Proposal	Dr. Rajeev Kumar	rajeev6jnu@gmail.com	9953406274
Master of Arts (History) 4th Semester				
Course Code	**Name of the Course**	**Name of Course Coordinator**	**Email id**	**Mobile Number**
HIS597	Selected Themes in Modern World History: 1789-1945	Prof. Kanwar Chanderdeep Singh	kanwar.chanderdeep@hpcu.ac.in	9531804179
HIS591	Academic Writing Paper Publication/Seminar-Conference Presentation at National Level	Dr. Raghvendra Yadav	010raghvendrasingh@gmail.com	7987929120
HIS592	Subject Based Data Analysis	Dr. Pravat Ranjan Sethi	pravatjnu@gmail.com	9711074357
HIS593	Dissertation Presentation and Viva-Voce (Practical)	Dr. Thuktan Negi	thuktannegi206@hpcu.ac.in	9899056227

INSTRUCTIONAL DESIGN AND DELIVERY MECHANISM

Instructional Design and Delivery Mechanism

The CDOE, CUHP follows a systematic approach for ensuring the quality of education for its learners in terms of curriculum design, its review and delivery.

Curriculum Design & Review

The curriculum in Two-year online programmes is structured to combine theoretical knowledge, understanding and skill development with research. It is delivered through SWAYAM, an online learning management system (LMS), and supplemented by other audio-visual materials and web resources along with live interactive counseling sessions. The programme is classified into following broad components to achieve the learning outcomes of the specific programme:

1. **Major (Core) Courses:** Foundational and thematic explorations in subject domain.
2. **Electives:** Domain specific advanced studies
3. **Skill-Based/Vocational Courses:** Vocational/ Skill training.
4. **Practical Work/Research Projects:** In the third and fourth semesters, proposal development, data collection, and dissertation writing.
5. **Courses on Indian Knowledge System:** Apart from specific courses on IKS, almost all the courses have an element of IKS in it as conceptualized in the NEP-2020.

The prescribed curriculum, structure and course contents in Two Year Online Programmes have been developed in accordance with the recommendations of National Education Policy-2020. In addition to separate course on Indian Knowledge System (IKS) in these programmes, specific content related to IKS in other courses have also been included. The curriculum has also a clear focus on developing skills among learners. The curriculum is research-based and research-oriented so as to develop research competencies and research aptitude among the learners.

The curriculum is regularly reviewed and updated by CDCs and BoS of the concerned departments. The departments accordingly implement updated curriculum.

Medium of Instruction

Study Material (e-SLM) is provided in English and e-tutorials (video lectures), discussion forum, live sessions etc. are developed in bilingual mode (Hindi and English medium both).

Delivery Mechanism

The programmes are delivered through SWAYAM platform with variety of learning materials in digital form which are detailed in following table.

The e-Self Learning Material has four-quadrant approach as per UGC (Credit Framework for online learning courses through SWAYAM) Regulations, 2016. These four quadrants are as follows:

(i) Quadrant-I is e-Tutorial. It contains video and audio content in an organized form, which may include animation, simulations, video demonstrations, virtual labs, etc., along with the video transcription.

(ii) Quadrant-II is e-Content. It contains self-instructional material, e-books, illustrations, case studies, presentations, etc., and also web resources such as further references, related links, open-source content on the internet, video, case studies, books including e-books, research papers and journals, anecdotal information, historical development of the subject, articles, etc.

(iii) Quadrant-III is the Discussion forum where students can raise doubts, and the Course Coordinator or his team will clarify them on a near real-time basis or through e-mail.

(iv) Quadrant-IV is Assessment. It contains problems and their solutions, which could be multiple-choice questions, fill-in-the-blanks, matching questions, short answer questions, long answer questions, quizzes, assignments and solutions, Discussion forum topics and setting up FAQs, and clarifications on general misconceptions.

Norms for Delivery of Courses in Online Mode

The Two-Year online PG programmes use a flexible and learner-friendly approach that combines self-study with guided support. Students learn through e-books, text materials, video and audio lectures, and interactive digital content. Online counselling sessions and teacher-led activities help clarify concepts and keep students engaged. Practical learning is supported through virtual labs, simulations, fieldwork, case studies, and project work such as dissertations or seminars. Students can also take part in assignments, quizzes, and self-assessments to track their progress. Evaluation is done through Continuous Internal Assessment (CIA), End Semester Examinations (ESE), and other components as required by the University.

Norms for Delivery of Course in Two Year PG Programmes through Online Mode

Sl. No.	Credit of the Course	No. of Weeks	No. of Interactive Sessions		Hours of Study Material		Self-Study hours, including Assessment etc.	Total Hours of Study (Based on 30 hours per credit)
			Online Counselling / Webinars/ Interactive Live Lectures (1 hour per week	Discussion Forum/ Mentoring (2 hours per week)	e-Tutorial in hours	e-Content hours		
1	2 Credits	6 weeks	6 hours	12 hours	10	10	22	60
2	4 Credits	12 weeks	12 hours	24 hours	20	20	44	120

The course contents of various courses in different programmes of studies through Online mode are delivered through a variety of modes as per UGC-DEB guidelines issued from time to time. Such delivery modes mainly include customized awareness sessions, study material/self-learning material, e-tutorial, e-text, e-self-learning material, e-books, live discussion forums, audio-video lectures, etc. These also include the Interactive Sessions comprising of Synchronous Online Counselling / Webinars / Interactive Live Lectures (for 6/12 hours at the rate of 1 hour per week for 2 and 4 - credit courses respectively). There is a Discussion Forum / Asynchronous Mentoring (12/24 hours at the rate of 2 hours per week) 2 and 4-credit courses respectively. The study material includes e-Tutorial (10/20 hours) and e-Content (10/20 hours) 2 and 4 - credit courses respectively. There are 22/44 Self-Study hours (including Assessments, *etc.*) for 2 and 4 - credit courses respectively. The total study hours are 60/120 hours (based on 30 hours of study/ total student efforts per credit) for 2 and 4 credit courses respectively.

Attendance Requirement

Learners are required to follow the timelines for submission of assignments, CIA and examination. The learners in any programme through OL mode should make efforts to ensure minimum participation of 75 per cent in all the activities organized prior to end-semester examination.

ASSESSMENT & EXAMINATION SYSTEM

All Programmes of Studies of CDOE through ODL and OL mode are offered under Semester System. Assessment and evaluation of students is done through Continuous Internal Assessment (CIA) and End-Semester Examination (ESE) with following weightage:

- **Continuous Internal Assessment**..... 30% Weightage

  (It consists of objective type questions mainly MCQs, T/F Type, Completion Type and Very Short Type Questions)
- **End-Semester Examination**.....70% Weightage

(i) The examinations for Continuous Internal Assessment (CIA) and End-Semester Examinations (ESE) for various ODL and OL programme of studies of CDOE is conducted through physical/online/proctored mode or any other mode as decided by the university from time to time.

(ii) The examinations of various programmes of studies under ODL and OL mode is conducted by In-charge, Admissions and Examinations of CDOE under overall supervision of Controller of Examinations of the University.

The breakup of marks is as under:

Component	2 credits course	4 credits course
Continuous Internal Assessment	30 Marks	60 Marks
End-Term Examination	70 Marks	140 Marks
Total	100 Marks	200 Marks

(iii) The question paper pattern (including type of questions under different sections, word limit for writing answers, marks distribution, marking scheme, time duration etc.) for continuous internal assessment and end-semester examinations of students in various courses of programme of studies offered under ODL and OL mode is as prescribed by the CDOE or statutory bodies of the university from time to time with approval from the vice chancellor. The question paper for CIA may comprise of objective type questions mainly including MCQs, T/F Type, Completion Type and Very Short Type Questions. The question paper for End-semester examination may mainly comprise of objective type questions, short answer type and long answer type/essay type questions.

(iv) It is ensured that each unit of the course is given proportionate weightage in the question paper/s of both CIA and ESE as per requirements of the respective course. The

assessment pattern for practicals /dissertation/project/ field work/ training/term paper/training report/lab works/live projects/assignments/internship reports, etc. in various courses of programme of studies offered under ODL and OL mode shall be as prescribed by the CDOE from time to time with approval from the vice chancellor.

(v) For Continuous Internal Assessment (CIA) in this programme in concerned course, an Objective Type Test in online mode is conducted for students enrolled in the Two Year Online Programmes. This objective-type test shall carry 30% Weightage (30 marks for 02 credit course and 60 marks for 04 credit course), and this test may consist of Multiple-Choice Questions (MCQ), T/F Type, completion type and very short answer-type questions of one mark each. These questions for this test shall be spread over all the Module/Chapters of the respective course uniformly and this Formative Assessment/ Continuous Internal Assessment (CIA) shall be carried out as per the Academic/ Activity calendar or as decided by CDOE from time to time. The MCQs for the Continuous Internal Assessment can be selected from the Self-Assessment Questions/ Check Your Progress Questions of the respective Module/Chapters by the concerned Course Coordinator, or these questions can be randomly chosen through an automated/remote system with representation for the entire course contents of the particular course.

(vi) Question paper pattern for End-Semester Examination shall be prescribed by CDOE in each concerned course and it shall be provided to the learners beforehand. Similarly, specific guidelines are provided separately to learners for practical courses and research-based courses.

Assessment Criteria and Question Paper Pattern

1) For 2 Credit Course, (70 Marks out of Total 100 Marks for ESE)

Section A: Objective Type Questions (MCQ, T/F, Completion Type)

5 Questions (1 Mark each). Total Marks = 05

Section B: Attempt any Two Questions out of 4 Questions (100-120 words)

2 Questions X 10 Marks each. Total Marks= 20

Section C: Attempt any Three Questions out of 6 Questions (200-250 words)

3 Questions X 15 Marks each = Total Marks = 45

Total = 70 Marks (for ESE)

Continuous Internal Assessment (CIA) – 30 Marks out of Total 100 Marks for CIA

(Total 30 Questions -Only MCQs, T/F Type, Completion Type, Very Short Answer Type Questions with 01 Mark each)

Total = 30 Marks (for CIA)

Grand Total = 100 Marks (for 2 Credit Course)

2) **For 4 Credit Course, (140 Marks out of Total 200 Marks for ESE)**

Section A: Objective Type Questions (MCQ, T/F, Completion Type)

10 Questions (1 Mark each). Total Marks = 10

Section B: Attempt any Four Question out of 6 Questions (100 – 120 words)

4 Questions X 10 Marks each. Total Marks =40

Section C: Attempt any Six Questions out of 09 Questions (200 – 250 words)

6 Questions X 15 Marks each. Total Marks =90

Total = 140 Marks (for ESE)

Continuous Internal Assessment (CIA) – 60 Marks out of Total 200 Marks for CIA

(Total 60 Questions - Only MCQs, T/F Type, Completion Type, Very Short Answer Type Questions with 01 Mark each)

Total = 60 Marks (for CIA)

Grand Total = 200 Marks (for 4 Credit Course)

Guidelines for Writing Assignments

Learners are advised to follow below mentioned guidelines for writing and submitting the assignments:

I. Preparing the First/ Front Page

(i) Write your enrolment number, name and programme of study at the top right-side corner of the first page of your assignment response(s).

(ii) Write the course title, assignment number and the date of submission in capital letters in the centre at the top of the first page of your response(s).

(Leave the top and left side corner blank for CDOE Office use)

The first/ front page of your assignment response should look something like this:

Name (Your Name):
Registration/ Enrolment Number:
Programme Name:

Course Name and Course Code: ----------
Assignment Title: ----------
Date of Submission: ----------

(Please follow the format strictly. If you will not follow the format, you may be directed for re-submission. If you do not write the requisite details as per guidelines, your assignment responses are likely to be lost)

II. Writing your Answer

(i) Your answer should be to the point and well documented. Your answer should be based on study materials/ e-SLM, reference books/ articles and your experience. Keep the word limit in your mind. Slight variations (± 50 words) do not matter much. Illustration, examples etc. should be relevant.

(ii) Do not copy from the study materials/ e-SLM or any book. Do not paste or attach any picture or printed article as your answer. These will bring lower grade for you. The evaluator may reject your assignment also.

(iii) Your answer should be hand-written or typed, in case of typed answer, you have to mention in every page that "written by me" and sign every page. Do not send any xerox copy, it will not be accepted.

(iv) Leave at least 1 inch margin on both side of the page and at least 4 lines in between each answer.

III. Using the right paper and font

Use only A4 size paper for writing assignment. Use a standard quality paper, not a very thin and rough paper, if you are submitting hand-written assignment.

IV. Copy of the assignment

You must keep a copy of your assignment. If these are lost, you may re-submit the copy only after taking permission from the CDOE authority.

The detailed directions for submission of assignments shall be provided separately by the concerned course coordinator.

COURSE-WISE LETTER GRADE & GRADE POINT

(i) The percentage of marks obtained by a student in a course will be indicated by a grade point and a letter grade on a Ten (10) point scale as follows:

PERCENTAGE OF MARKS	GRADE POINT	LETTER GRADE
90 -100	**10**	**O^+**
80 - <90	**9**	**O**
70 - <80	**8**	**A^+**
60 - <70	**7**	**A**
55- <60	**6**	**B^+**
50 - <55	**5**	**B**
00 - <50	**-**	**F (Fail)**
Absent	**-**	**Ab**
Incomplete	**-**	**I**

CGPA, Overall Letter Grade and Class:

(ii) The overall cumulative performance of a student is indicated by the Cumulative Grade Point Average (CGPA).

(iii) The marks and grades obtained in the courses corresponding to the requisite number of credits specified for the completion of a programme of study is taken into consideration in arriving at the OPM with Overall Letter Grade and Description of Letter Grades, as under:

CGPA	LETTER GRADE	DESCRIPTION OF THE LETTER GRADE
9.50 - 10.00	**O+**	**Outstanding**
8.50 - <9.50	**O**	**Excellent**
7.50 - <8.50	**A+**	**Very Good**
6.50 - <7.50	**A**	**Good**
5.50 - <6.50	**B+**	**Average**
5.00 - <5.50	**B**	**Pass**
0 - <5.00	**F**	**Fail**

(iv) A student who successfully completes all the courses to accumulate the minimum specified number of credits (80 credits) under the Comprehensive Choice Based Credit System shall be deemed to have completed the Master of Arts (MA) in History Two Year Online Programme.

RESULT AND PROGRESSION OF LEARNERS

i. Ranking of Learners

a) The ranking of students through ODL and OL mode is done separately for students of CDOE. Such ranking is also separate from the students pursuing programme of studies through physical mode in the university. The first two ranks in every Programme of Study, through ODL and OL mode separately, are decided on the basis of OPM. One Student in each Programme of Study through ODL and OL mode

separately is awarded the Gold Medal and Certificate of Merit, subject to fulfillment of the following criteria:

- Should have first position with more than 60 percent marks (OPM);
- Should have passed all the Semesters of a Programme of Study without any break;
- Should have passed all the Courses in a Programme of Study without any backlog meaning thereby that he/she has not been awarded 'F', 'Ab' or 'I' grade in any course;

ii. Promotion & Progression of Students of CDOE

a) Provided further that if a student misses the CIA examination due to reasons beyond her/his control (force majeure), she/he may make online request to the concerned programme coordinator stating the details of the circumstance/reasons. The programme coordinator after consultation with the concerned course coordinator will fix the date of re-examination for CIA in that particular course. This shall only be applicable in case of examinations for CIA and shall not be applicable for ESE. However, conduct of re-examination under CIA shall be at the discretion of CDOE only.

b) A student who has been awarded "I" Grade (Incomplete Grade) shall be required to re-register for the same course, when it is offered in the next corresponding semester(s), or shall have to register for another course under the overall framework of credit accumulation under the Comprehensive Choice Based Credit System to be able to successfully complete the minimum specified credit requirements for completion of the Programme of Study through ODL/OL mode. Provided further that the credits earned by such student after passing that particular course in which she/he has been "I" grade will be in addition to the maximum limit of 20 credits in semester and will be counted in the same semester in which 'I' grade has been awarded.

c) A student shall be deemed to have successfully completed a course except in case where he/she has been awarded the "Ab" Grade (Absent), "I" Grade (Incomplete) or "F" Grade (Fail).

d) A student shall be required to secure a minimum of 40% Marks in each course separately in End-Semester examination, failing which such student will be awarded "F" Grade in the respective course. All such students shall have to register in the course(s) in which they have been awarded "F" grade in the semester in which these course(s) are offered subsequently. For successful completion of a programme through ODL/OL mode, a student shall have to secure minimum 45% marks in

aggregate including the marks secured in continuous internal assessment and end-semester examination, failing which he/she shall be deemed to have failed in the programme and shall be awarded the "F" Grade.

e) A student with "F" Grade in a course shall also be permitted to repeat / reappear in the Examination of the Course within five years after the completion of the normal duration of degree on submission of requisite fee as decided by the university from time to time.

f) If a student secures **"F" Grade** in a Project Work / Project Report / Dissertation / Field Work Report / Internship report/assignments/Training Report etc, he/she shall be required to resubmit the revised Project Work / Project Report / Dissertation / Field Work Report / Internship report/assignments/Training Report etc as required by the programme coordinator/course coordinator/evaluator(s). Provided further that a student shall be permitted to re-submit the Project Work / Project Report / Dissertation / Field Work Report / Internship report/assignments/ Training Report etc for a maximum of three times (including the first submission).

g) Maximum one per cent of aggregate marks shall be given as grace marks to a student who is short of one per cent marks for getting 55% or 60% in the aggregate, on successful completion of UG / PG degree. Provided further that grace marks shall not be given to a student who was awarded 'F'/'Ab'/ 'I' grade in any one or all courses of ESE.

iii. Grade Card and Degree/ Diploma Certification for CDOE Students

The Grade Card/Degree Certificate/Diploma certificate/merit certificate/any other certificate to be issued to each student of CDOE at the end of the Semester/Degree/Diploma/certificate course completion shall be such as prescribed by the university and approved by AC/EC of the university from time to time and as per the provisions contained in Ordinance 30 and Ordinance 31 of the University.

24 X 7 LEARNER SUPPORT FOR ADMISSION & EXAMINATION

To ensure hassle-free learning experient to its learners, CDOE, CUHP has an in-built structured system to provide all shorts of guidance, mentoring and academic services. Learners can contact the In-charge Admission & Examinations for queries related to admission and examination:

Incharge; Admission & Examination

Dr. Hem Raj Bansal

CDOE, Central University of Himachal Pradesh

Email: admission.cdoe@hpcu.ac.in

Phone No. 94181-41564

Learners may also contact Helpdesk / Cell for any support at the following:

Phone No. 01892-229330

Email: helpdeskcdoe.cuhp@hpcu.ac.in

Contact Persons:

Dr. Sudam Charan Sahu (**9658153440)**

Ms. Aishwarya Rai (**7746814968)**

Sh. Manish Vashisht (**7018812941)**

Academic Support and Other Information

ACADEMIC SUPPORT SERVICES

To ensure quality learning experience to its learners, CDOE, CUHP provides best of the academic support through following services:

(i) Digital Library Access

Students have access to a comprehensive digital library of Central University of Himachal Pradesh containing e-books, research papers, and journals relevant to specific programme of study. Online subscribed repositories of the University Library such as JSTOR, are made available to facilitate in-depth research.

(ii) Open Educational Resources (OER)

The programmes integrates freely available educational materials, including government reports, policy documents, and working papers from organizations pertaining to subject domain like the IMF, World Bank, RBI, ICHR, ICSSR, ASI, IPSA etc.

(iii) Institutional Repository

The university provides access to past research projects, dissertations, and faculty publications to help students develop their research skills and gain insights from previous academic work.

(iv) Online Reference Materials

Digital access to OERs of the subject domain, statistical databases, reports of the governments, WTO, UNO etc. and the EBSCO's databases enhances students' learning experience.

(v) Virtual Library Assistance

A dedicated virtual helpdesk is available to assist students with research queries, database access, and referencing guidelines, ensuring they make the best use of available resources.

(vi) Media

The Department of History employs the variety of media to ensure the delivery of the quality learning experience to its learners and the details of these media are as follow:

- **e-SLM:** Comprehensive e-books/text material.

- **Audio-Visual:** Recorded lectures, podcasts, and documentaries of the eminent historians and academicians.
- **Online:** LMS with interactive Modules/Chapters, discussion forums, and live webinars.
- **Online Courseware and Study Materials:** Link to National Portals (SWAYAM/NPTEL), SHODHGANGA and other OERs is provided, as also link to University's digital library portal.
- **Reference and Support Materials:** Availability of manuals, guides, and online forums for students to refer to when working on practical courses in history. Availability of examination preparation resources, previous years' question papers, and sample answers.

(vii) Virtual/ Online Counseling Sessons/ Live Discussion Forum

- **Regular Interaction:** Regular live interactive sessions for resolving learners' issues and queries are ensured by the CDOE, CUHP through live discussion forum on SWAYAM platform. To ensure learners' active participation, activities such as; virtual discussions and live query resolution sessions are organized by CDOE, CUHP through online mode. The learners can also approach their Programme Coordinator/ Course Coordinator and Mentors through phone, email or WhatsApp for regular interaction on any outstanding academic issues.
- **Live Discussion Forums:** To promote the collaborative learning, CDOE, CUHP has an active live discussion forum through which learner can interact with the peers (for peer-learning), Course Coordinators, and Course Mentors to discuss course- related topics to enhance their domain knowledge and understanding.

Credit Mobility & Credit Transfer

The University has provision for transfer of credits earned by its students (either through different face-to face programme of studies or various ODL/OL programme of studies) to other Universities / educational institutions. Any learner enrolled in ODL or OL programme of study in CDOE, CUHP is eligible for mobility from ODL and / or OL mode of learning to physical mode (face to face mode) of learning within this university as per the UGC-DEB guidelines and as per the provisions stipulated under the University Act/Statutes/Ordinances and with the approval of the statutory authorities of the university. The university has the provision for transfer of the credits earned by students after successful completion of a programme of study through ODL / OL mode from CDOE, CUHP as per UGC-DEB guidelines issued from time to time and adopted by the university accordingly. A student of the University seeking transfer of credit to other Universities/ institutions is required to submit a request, along with the fee as prescribed by the university from time to

time, to the Controller of Examinations through Director, CDOE. The onus of accepting the transferred credits (either all credits or specified percentage of credits) by other universities / institutions shall be the entire discretion of the university / institution where the credits shall be transferred. The transferring university/CDOE, CUHP shall not have any role in this context.

Centre for Internal Quality Assurance (CIQA)

For assurance of quality in its ODL / OL programmes, the Centre for Distance and Online Education (CDOE), Central University of Himachal Pradesh shall follow regulations and instructions issued by UGC / UGC-DEB and adopted by the University from time to time. On the basis of such regulations and instructions, the CDOE, CUHP has framed following guidelines for its implementation across ODL and OL programmes:

I. Establishment Of Centre For Internal Quality Assurance (CIQA)

The Centre for Internal Quality Assurance shall be established by CDOE, CUHP for ensuring quality in various academic programmes offered by CDOE through Open and Distance Learning mode/Online Learning mode. It shall be headed by Director, CIQA.

i. Objectives Of CIQA

The objective of Centre for Internal Quality Assurance (CIQA) shall be to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that the programmes offered through Open and Distance Learning mode / Online mode by CDOE are of acceptable quality and can further be improved on continuous basis.

ii. Main Functions Of CIQA

The functions of Centre for Internal Quality Assurance (CIQA) would, inter alia, include the following, namely:

i. To maintain quality in the services provided to the learners of CDOE.
ii. To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes followed by CDOE, CUHP.
iii. To contribute in the identification of the key areas in which CDOE, CUHP should maintain quality.
iv. To devise mechanism to ensure that the quality of Open and Distance Learning programmes/Online Learning programmes matches with the quality of relevant programmes in conventional face-to-face mode.
v. To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely; CDOE learners, programme coordinators, course coordinators, mentors, faculty members, staff, prospective employers etc. for

quality improvement.

vi. To suggest measures to the authorities of CDOE, CUHP for qualitative improvement in ODL/OL programmes.

vii. To facilitate the implementation of its recommendations through periodic reviews of ODL/OL programmes offered by CDOE, CUHP.

viii. To organise workshops/ seminars/ symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders of CDOE, CUHP.

ix. To develop and collate best practices in all areas leading to quality enhancement in services provided to the CDOE learners and disseminate the same to all concerned in CDOE, CUHP.

x. To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme(s) offered through ODL/OL mode by CDOE, CUHP.

xi. To ensure that Programme Project Report (PPR) for each programme is according to the norms and guidelines prescribed by the UGC/UGC-DEB and other appropriate regulatory authority, wherever applicable.

xii. To put in place a mechanism to ensure the proper implementation of Programme Project Reports by CDOE, CUHP.

xiii. To maintain records of Annual Plans and Annual Reports of CDOE, CUHP, review them periodically and generate actionable reports for further quality enhancement.

xiv. To provide inputs to the CDOE, CUHP for restructuring of ODL/OL programmes in order to make them relevant to the job market.

xv. To facilitate system-based research on ways of creating learner-centric environment and to bring about qualitative change in the entire system followed by CDOE, CUHP.

xvi. To act as a nodal coordinating unit for seeking assessment and accreditation of ODL/OL programmes from a designated body for accreditation such as NAAC etc.

xvii. To adopt measures to ensure internalisation and institutionalisation of quality enhancement practices through periodic accreditation and audit of ODL/OL programmes offered by CDOE, CUHP.

xviii. To coordinate between CDOE, CUHP and the UGC/UGC-DEB for implementation of various quality related initiatives or guidelines.

xix. To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices so as to execute the

same in CDOE, CUHP on need-basis.

xx. To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance (CIQA) of CDOE, CUHP.

xxi. It shall be mandatory for Centre for Internal Quality Assurance (CIQA) to submit Annual Reports to the CDOE and Statutory Authorities of CUHP about its activities at the end of each academic session. A copy of report in the format as specified by the UGC/UGC-DEB, duly approved by the statutory authorities of CUHP shall be submitted annually to the UGC/UGC-DEB.

iii. Centre For Internal Quality Assurance (CIQA) Committee

i. Centre for Internal Quality Assurance (CIQA) Committee shall have the following composition, namely:-

a. Vice Chancellor of CUHP – Chairperson;

b. Three Senior Teachers of CUHP - Members;

c. Heads of Three Departments of CUHP in which programmes are offered through ODL/OL mode - Members;

d. Two external experts of Open and Distance Learning and/or Online education -Members;

e. Officials from the Administration and Finance Sections of CUHP – Members;

f. Director, Centre for Internal Quality Assurance – Member Secretary.

The members at clauses (b) to (e) shall be nominated by the Vice Chancellor of CUHP.

CDOE Learner Support Services and Helpdesk

The Centre for Distance & Online Education (CDOE), Central University of Himachal Pradesh has an inbuilt mechanism to ensure robust learner support services and to facilitate the teaching-learning experiences by the learner enrolled in Online Programmes. Detailed guidelines are designed to enhance the quality of education and provide necessary assistance to learners throughout their academic journey. Following are the main objectives of the Learner Support Services (LSS) of the CDOE, CUHP:

- To help learners successfully complete their courses and programs.
- To address the academic, administrative, and social needs of online learners.
- To ensure timely delivery of e-SLM and prompt responses to queries.
- To promote feedback mechanisms through continuous assessment of learners' progress.

- To enable learners to sense the presence of the teacher in the teaching-learning process.
- To take care of human interaction in the teaching-learning process during self-study, live counselling sessions, and discussion forums.

The Centre for Distance & Online Education (CDOE), CUHP provides the following Support Services to its learners for delivering quality education through distance & online mode:

1. Pre-Admission Counseling Services:

- **Recognition by UGC-DEB:** The CDOE, CUHP comes under the entitled list of the institutions notified by the UGC-DEB to offer programmes under Online Mode. This information is accessible on the UGC-DEB website; https://deb.ugc.ac.in/. Further, learners can access the requisite disclosures pertaining to the Online Programmes through CDOE website (https://cdoe.cuhimachal.ac.in).
- **Program Approval Confirmation:** Programmes offered by the CDOE, CUHP under online mode are duly approved by the UGC-DEB. Notification regarding the same can be accessed at https://cdoe.cuhimachal.ac.in.
- **Dedicated Helpdesk-cum-Learner Support Services (LSS) Cell:** A dedicated Helpdesk-cum-Learner Support Services (LSS) Cell of CDOE, CUHP is working to ensure the hassle-free learning experience to its learners and provide every kind of guidance and support 24x7 for 365 days in a year.
- **Central Access Point:** Helpdesk-cum-LSS Cell is a central access point for all learners to address their issues. Learners may approach the Cell for all activities related to Counseling, admission, e-SLM, assignments, Examinations, award of degrees etc.
- **LSS Cell as Multi-mode Response Centre:** Helpdesk-cum-LSS Cell of the CDOE, CUHP functions as a multi-mode response center, using different communication methods to address learner queries. Learners may contact this desk/cell through following means:
  - Phone No. 01892-229330
  - Email: helpdeskcdoe.cuhp@hpcu.ac.in

  Contact Persons:
    - Dr. Sudam Charan Sahu
    - Ms. Aishwarya Rai
    - Sh. Rohit Dhiman

2. Support for Admission Process

- **Dedicated Admission Portal:** The admission to ODL & OL programmes in CDOE, CUHP are made through Samarth portal. CDOE has a dedicated admission and

examination team headed by I/c, Admission & Exam to provide support to its learners.

- **DEB-ID Registration:** For taking admission to any of the Online Programme offered by CDOE, CUHP, learners are required to register on the UGC-DEB portal using their Academic Bank of Credit (ABC) ID to generate a unique DEB-ID. Helpdesk-cum-LSS Cell provides support for this purpose.
- **How to Apply:** CDOE, CUHP has designed a process for admission and specified steps to be followed while applying for admission. This process can be accessed through the website; https://cdoe.cuhimachal.ac.in. Awareness sessions are also organized by CDOE through online mode for prospective learners to familiarize them with the admission process. Recorded videos of these awareness sessions are available on CDOE website as well as on Facebook page of the centre.
- **Separate Prospectus:** CDOE, CUHP has its separate prospectus/ handbook of information for admission to Online Programmes mentioning the eligibility criteria, process of application submission, admission and teaching-learning process.
- **Programme Guide:** Programme Guide for individual programme offered under online mode is also available and can be accessed at https://cdoe.cuhimachal.ac.in by the learners to take informed and judicious decision regarding different aspects of online programmes.

3. Academic Support for Learners

- **E-Self-Learning Material (e-SLM):** CDOE, CUHP has developed high-quality, self-learning materials in digital form following four-quadrant approach of SWAYAM for online programmes by ensuring clarity, comprehensiveness, interactivity, to facilitate online learning. Details about e-SLM of all the online programmes is also available on the website of the CDOE, CUHP.
- **Learning Management System (SWAYAM):** CDOE, CUHP has access to SWAYAM platform for instructional delivery to online learners. e- SLM, recorded e-tutorials (video lectures), discussion forum, and continuous assessment related components are offered through SWAYAM. The admitted students can access the SWAYAM platform through their registered login ID & password issued by CDOE, CUHP.

4. Support for Learner Engagement and Participation

- **Regular Interaction:** Regular live interactive sessions for resolving learners' issues and queries are ensured by the CDOE, CUHP through live discussion forum on SWAYAM platform. To ensure learners' active participation, activities such as; virtual discussions and live query resolution sessions are organized by CDOE, CUHP through online mode. The learners can also approach their Programme Coordinator/ Course Coordinator and Mentors through phone, email or WhatsApp for regular interaction on any outstanding academic issues.

- **Live Discussion Forums:** To promote the collaborative learning, CDOE, CUHP has an active live discussion forum through which learner can interact with the peers (for peer-learning), Course Coordinators, and Course Mentors to discuss course-related topics to enhance their domain knowledge and understanding.
- **Accessibility to Additional Learning Resources:** For the comprehensive coverage of the course contents and holistic development of the learners, CDOE, CUHP provides additional learning resources in the form of e-books, e-resources and facility of digital library. Remote access to all the digital resources of the library to online learners, single-point access to available OERs like; e-PG Pathshala, SWAYAM, Coursera, and YouTube resources etc. are also provided to the learners through its website.

5. Mentoring and Counseling Services

- **Academic Counseling:** CDOE, CUHP offers academic counselling to its distance and online learners to assist them during their entire learning cycle. Learners are assisted in course selection, study planning, and addressing their academic challenges.
- **Mentorship Programme:** CDOE, CUHP has also a provision for academic counselor (Mentor) for a fixed set of learners to provide them with customized services and address the learners' issues in a time bound manner.
- **Training of Faculty & Staff:** CDOE, CUHP organizes FDPs and train its Programme Coordinators, Course Coordinators, Course Mentors, dedicated faculty, academic counselors and all other administrative and technical staff to sensitize them about learners' specific academic needs and issues.

6. Technical Support Services/ IT Services

- **Technical Guidance:** CDOE, CUHP has a dedicated technical support team for its distance and online learners to resolve issues related to accessing and using various online resources, navigation through LMS (SWAYAM), and other digital tools essential for online learning programmes. Learners can reach the technical support team of the CDOE, CUHP through website https://cdoe.cuhimachal.ac.in for any kind of technical issues related to use of Samarth portal as well as SWAYAM portal.
- **Convenient Resource Accessibility:** CDOE, CUHP ensures that all online learning resources such as e-SLM, e-tutorials, OERs, discussion forum etc. are accessible across various devices and platforms, accommodating diverse technological capabilities among learners.

7. Support for Assessment, Evaluation and Feedback

- **Continuous Internal Assessment (CIA):** To ensure smooth learning experience and monitor the progress of the learners, CDOE, CUHP has a system of continuous

internal assessment (CIA). Timely feedback is provided to the learners, aiding in the identification of hard spots needing improvement for timely completion of the online programme.

- **Transparent Evaluation and Grading:** CDOE, CUHP provides clear criteria for evaluation and grading to the learners at the outset of each course, ensuring transparency and fairness in its assessments. These criteria are mentioned in prescribed curriculum.
- **Course and Exam Registration on Samarth portal:** CDOE, CUHP provides support to its online learners for course as well as exam registration. Programme Coordinators/ Course Coordinators/ Course Mentors/ Technical Team assists online learners to register for courses as well as for examination.

8. Grievance Redressal Mechanism

- **Support Services:** CDOE, CUHP has established a responsive-cum-proactive grievance redressal mechanism to address learners' concerns promptly, ensuring a supportive and responsive educational environment to its learners. The CDOE, CUHP has issued detailed grievance redressal guidelines and mechanism for grievance redressal. Learners may access these at CDOE, CUHP website and they may forward their grievance to the Office of the Assistant Director, CDOE who shall further refer the grievance to the Students' Grievance Redressal Committee of CDOE.
- **Stakeholders Feedback:** CDOE, CUHP obtains feedback from its learners, alumni, and academic faculty for continuous improvement in its endeavor of ensuring quality online education to its learners.
- **Exclusive Help Desk:** CDOE, CUHP has an exclusive helpdesk to assist its learners during the entire learning cycle. Learners may approach helpdesk at helpdeskcdoe.cuhp@hpcu.ac.in, Ph. 01892-229330.

9. Other Support Services for Learners

- The CDOE, CUHP provides customized services to its distance and online learners through WhatsApp also. To provide instant support to all its learners, a common WhatsApp account has been created by CDOE.
- CDOE, CUHP facilitates its learners to resolve their common doubts and issues through Frequently Asked Questions (FAQs) tab/section on its website.
- To ensure one point access to most of the academic organisations and learning resources, CDOE provides quick links of various websites such as; Ministry of Education, UGC, UGC-DEB, SWAYAM, e-PG Pathshala etc on its website.
- CDOE, CUHP offers regular support through Programme Coordinators, Course Coordinators and Course Mentors to its learners to undertake the practical work in various courses and carry out research and project work. Detailed practical manuals

and research/project/dissertation guidelines are provided to learners for timely completion of the course.

- CDOE, CUHP in its endeavor to ensure the quality learning experience provides post programme support to all its learners. Services like security refund, declaration of results, and issuing of the marksheets and degree are also facilitated by the CDOE, CUHP.

Through these provisions, CDOE, CUHP provides a structured and supportive learning environment that caters to the diverse needs of online learners, thereby upholding the quality and credibility of online programmes.

Grievance Redressal Guidelines of CDOE

The Central University of Himachal Pradesh (CUHP), Dharamshala has adopted the University Grants Commission (Grievance Redressal) Regulations, 2012. Accordingly, the Centre for Distance & Online Education (CDOE), Central University of Himachal Pradesh, Dharamshala has established a Responsive-cum-Proactive Grievance Redressal Mechanism to address learners' concerns promptly, ensuring a supportive and responsive educational environment to its ODL and OL learners. Learners may forward their grievance to the Office of the Assistant Director, CDOE who shall further refer the grievance to the Students' Grievance Redressal Committee of CDOE, chaired by Assistant Director, CDOE. Detailed guidelines to address the students' grievances, if any, of CDOE learners, are as follows:

- **Purpose of Students' Grievance Redressal Committee**

CDOE has a duly constituted Grievance Redressal Committee for its learners with the aim to resolve the grievances / issues, if any, of our online and distance learners. The grievances of following type and nature are addressed by this Committee:

1. Admission-related grievances (Registration, Enrolment, Verification etc.)
2. Academic-related grievances (Course Registration, Course Material, Assignments, Practical work, Assignments etc.)
3. Grievances related to Administrative Matters (Fee, Fee Refund etc.)
4. Examination-related Grievances (Examination forms, CIA, Semester End Examination, Results, Grade Cards, Degree etc.)
5. Any other issues and concerns of CDOE learners.

- **Composition of Students' Grievance Redressal Committee**

Students' Grievance Redressal Committee of the CDOE, CUHP is chaired by Assistant Director, CDOE. The members of this committee include concerned programme coordinator and 1-2 course coordinators of concerned programme. Assistant Registrar (Online) is the member secretary of this committee.

- **Rights and Responsibilities of Learners**

CDOE, CUHP makes every effort to ensure that its learners are able to pursue OL/ODL programme of study without any difficulty, but sometimes, due to lack of information and gap in communication, learners' may face problems. At CDOE, CUHP, we strongly believe that you, as learners of the CDOE, are entitled for the following:

i. The learner has right to complain regarding any aspect related to his or her learning path including programme quality, learning resources, learner support and guidance, teaching, learning and assessment etc.
ii. The learner is entitled to approach the Learner Support Services (LSS) Cell and Students' Grievance Redressal Committee for submitting his or her complaint through any mode including online mode.
iii. The learner is required to submit a formal complaint in a manner prescribed by the CDOE regarding expression of dissatisfaction with a service or the lack of a service or the quality of a service provided to them.

- **Responsibilities of the CDOE, CUHP**

CDOE, CUHP assumes following responsibilities towards its learners:

i. CDOE, CUHP works with the principles of openness, fairness, transparency and mutual coordination & collaboration.
ii. CDOE, CUHP is responsible for privacy and confidentiality of learner and investigating team unless disclosure is necessary to proceed in the matter.
iii. CDOE, CUHP strives to achieve excellence and continuously improve the services it offers for its learners. As and when a learner' grievance is received, the CDOE investigates it thoroughly and makes necessary improvement(s) in its services.
iv. CDOE, CUHP encourages Learner Support Services (LSS) Cell to make initial attempts to address and resolve complaints as early as possible to the point of origin, and with the minimum of formalities.
v. CDOE, CUHP operationalize the Grievance Redressal process through its Helpdesk-cum-LSS Cell.
vi. CDOE, CUHP has a mechanism to monitor the grievance redressal process through Centre for Internal Quality Assurance (CIQA) for ensuring quality of its services.

- **Complaint Handling Mechanism**

For effective handling and dealing with any type of grievance/issue of CDOE learner, a dedicated Helpdesk-cum-Learner Support Services (LSS) Cell of CDOE, CUHP is working to ensure the hassle-free learning experience for its learners and provide every kind of guidance and counseling as well as 24x7 support for 365 days in an year. This Helpdesk-cum-LSS Cell is a central access point for all learners to address their issues.

Learners may approach the Cell for all issues related to admission counseling, e-SLM, assignments, Fee, Examinations, award of degrees, handling of online platforms (SAMARTH, SWAYAM, LMS and others) etc.

Learners may contact this Helpdesk / Cell at the following:

- Phone No. 01892-229330
- Email: helpdeskcdoe.cuhp@hpcu.ac.in

Contact Persons:

- Dr. Sudam Charan Sahu
- Ms. Aishwarya Rai
- Sh. Rohit Dhiman

If learners are not satisfied from the response getting from Helpdesk / Cell and still have any grievance/ issue, they may approach Students' Grievance Redressal Committee. The learners' grievances / issues, if any, are addressed in the following manner:

i. A student, who has any Grievance of the nature and type as mentioned above, may submit an application to the Assistant Director CDOE by Post/ e-mail (assistantdirector.cdoe@hpcu.ac.in) or in person. A Google form has also been created and link for the same is given at the end of these guidelines to address the learners' grievances in a time bound manner.

ii. The Committee shall conduct a meeting and verify the facts and try to redress the grievance of the student at the earliest possible.

iii. The Committee shall make all efforts to resolve the student' grievance within a period of 15 days of its receipt by the office of Assistant Director, CDOE.

iv. While dealing with the complaint, the Committee will observe and follow law of natural justice and hear the complainant and concerned persons/officials.

v. Learners with disability may submit their grievances through telephone and/or email to Helpdesk-cum-LSS Cell (Phone No. 01892-229330, Email: helpdeskcdoe.cuhp@hpcu.ac.in).

vi. Learners may withdraw grievance without prejudice at any time.

vii. Learner may know about the status of his or her queries or grievance on priority through phone or e-mail.

viii. Learners of CDOE, CUHP can submit their grievances online with regard to admission / result / fee / SLM / assignments etc. by filling the Grievance Form through following Google Form Link :

https://docs.google.com/forms/d/e/1FAIpQLSftZUtLuJjcom2Y1LWn81InHrNAxTC7-1zGQlIXzm5_f406yg/viewform?usp=sharing

Frequently Asked Questions (FAQs)

Learners can go through following information (FAQs) to resolve their common queries. If the desired information is not made available through these FAQs, the learners can contact 24*7 Helpdesk of CDOE.

1. What is CDOE?

'CDOE' stands for "Centre for Distance and Online Education". The Centre for Distance and Online Education (CDOE) is an integral constituent of the Central University of Himachal Pradesh (CUHP), Dharamshala (HP) - INDIA established by Government of India under Central Universities Act 2009. The CDOE was established in the year 2025 with the main aim of improving inclusive access and equity in the field of higher education as has been enunciated in the Constitution of India. The CDOE is headed by the Director with fully dedicated administrative team for its smooth functioning. The CDOE has its approval from University Grants Commission - Distance Education Bureau (UGC-DEB) to offer academic programmes through open and distance learning (ODL) and online learning (OL) mode.

2. What is Online Learning (OL)?

Online learning refers to education delivered through a virtual environment using internet and a computer device / smart phone. It offers a flexible and convenient way to pursue higher education through online learning materials (e-SLM), video lectures, interactive sessions, e-library resources, OERs, online assessments etc.

3. What is learning through Open and Distance Learning (ODL) mode?

ODL refers to a flexible mode of education where learners learn independently, without daily in-person class attendance, utilizing materials (SLM), personal contact programmes (PCPs), physical or online counselling sessions, practical sessions, library access, other physical and web resources etc.

4. Is learning through ODL and online learning mode effective?

Yes, ODL and online learning programmes of CDOE, CUHP are effective as these programmes / courses are offered in a well-structured manner.

5. What are the benefits of ODL and Online learning (OL)?

Open and distance learning (ODL) and Online learning (OL) offers flexibility, convenience, and the opportunity to collaborate with classmates at a distance either through conventional means or through virtual tools.

6. What types of programmes are available online?

Online learning (OL) programmes offered by CDOE, CUHP include Master's and Undergraduate Degree, PG Diploma, and certificate programmes.

7. Are degrees offered through ODL and OL mode recognized?

Yes, degrees through ODL and OL mode offered by CDOE, CUHP are recognized as equivalent to traditional degrees.

8. How can I verify the recognition status of CDOE, CUHP offering ODL and online learning (OL) programmes?

You may check the status with the University Grants Commission - Distance Education Bureau (UGC-DEB) on its website.

9. When I can apply for admission in ODL and OL programmes?

Admission to ODL and Online Learning (OL) Programmes of CDOE are done twice a year (July and January Sessions) as per calendar issued by UGC-DEB.

10. How can I apply for admission in ODL and OL programmes?

To know the admission process in detail, you may visit the Admission Process tab on CDOE website. (www.cdoe.cuhimachal.ac.in)

11. What are the eligibility criteria for taking admission in ODL and Online Learning Programmes?

To know the basic eligibility for ODL and online learning (OL) programmes, please visit the programmes offered tab on CDOE website.

12. Is any experience required to pursue ODL/OL Programmes?

No. Any person who fulfils the minimum eligibility conditions, can take admission in ODL/OL programmes.

13. Can a candidate take a job while pursuing a programme from CDOE?

Yes. He/she can hold a job while taking a programme from CDOE.

14. What is duration of the ODL and OL Programmes?

The duration of programmes shall be in accordance with the guidelines of UGC. For Minimum and Maximum duration of different Programmes of studies offered through ODL

and OL mode by CDOE, CUHP, please see programme guide given under Programmes Offered Tab on website of CDOE.

15. What are the technical requirements for an online learning programme?

All online programmes require an internet connection. Although there may be different technical requirements, but almost all online programmes are offered through Learning Management System (LMS), a web-based learning system. In CDOE, we offer these programmes through SWAYAM. Generally, you'll interact with the Programme Coordinator, Course Coordinator and other administrative and technical staff via email, discussion forum, interactive sessions, video conferences, and/or phone.

16. To whom should I contact for help or assistance related to various aspects of ODL or OL programmes?

Helpdesk-cum-LSS Cell of the CDOE, CUHP functions as a multi-mode response Center, using different communication methods to address learner queries. You may contact this desk/cell by visiting the Helpdesk tab on CDOE website.

17. What should I do if I need technical assistance?

If you are having any technical issues, your first contact should be the Helpdesk-cum-Learner Support Services (LSS) Cell. In most cases, they will be able to resolve your issues. In case, any issue remains unresolved by the LSS cell, they will help you in contacting other personnel for resolving your query. The technical staff will also be able to help you and in supporting you to reach the right resource if you need additional support.

18. How do I get access to the course materials?

The course materials (e-SLM) will be provided to you in the form of weblinks separately for each course prescribed in an OL programme of study. You shall be able to access the material through SWAYAM (LMS) of CDOE, CUHP. In case of ODL programme, its hard copy will be provided to you through post / courier. Once you receive your registration-cum-enrolment number from CDOE, you may contact course coordinator who is teaching and managing the course over phone and email.

19. How much an ODL or online learning programme costs?

To know more about the cost and fee structure of the ODL and OL Programmes offered by CDOE, CUHP, you may visit the programme offered and Fee tab on CDOE website.

20. What teaching methods are used in ODL and OL programmes?

To offer ODL and OL programmes, CDOE, CUHP strictly follows the UGC-DEB regulations and guidelines. To deliver the online learning programme, we follow 4-quadrant approach of SWAYAM.

21. What is Medium of Instruction in ODL and OL Programmes?

Study Material (SLM and e-SLM) will be provided in English and e-tutorials (video lectures), discussion forum, live sessions etc. shall be in bilingual (Hindi and English medium both).

22. Is the ODL degree and online learning degree offered by CDOE, CUHP recognized?

Yes, the CDOE, CUHP is recognized by the Distance Education Bureau, University Grants Commission (UGC) to offer ODL and/or OL degree programmes. You may check the status with the University Grants Commission - Distance Education Bureau (UGC-DEB) on its website.

23. Do distance learning programmes and regular programmes offer the same value?

Yes. The students obtaining degrees under distance education are given the same level of recognition and value as offered under regular programmes of the universities. In fact, no one can discriminate between students enrolled in distance learning/online learning programmes and those enrolled in regular programmes as per UGC guidelines.

24. How can I take the examination?

Proctored examinations will be conducted. The examinations for Continuous Internal Assessment (CIA) and End-Semester Examinations (ESE) for various ODL and OL programme of studies of CDOE shall be conducted through physical/online/proctored mode/technology-enabled online tests or any other mode as decided by the university from time to time. The university shall follow guidelines issued by the UGC-DEB from time to time for conduct of examinations through physical/online/proctored mode/technology-enabled online tests or any other mode as decided by the university from time to time.

You may see the programme guide of respective programme for knowing more about the examination system/pattern followed in different programmes offered through ODL and OL mode by the CDOE, CUHP. The programme guide is available at Programme Offered tab on CDOE website.

25. Is attendance for ODL and online learning (OL) programmes mandatory?

You are required to follow the timelines for submission of assignments, CIA and examination. The learner in any programme through ODL mode shall be required to have minimum attendance of 75 percent in programme specific personal contact programme (excluding counselling sessions) and laboratory component of the programme. In case of OL programmes, the learner in any OL programme is required to have minimum participation of 75 percent in all the activities of online programmes organized prior to end-semester examination.

26. Are the OL programmes offered by CDOE entirely online and do we have downloadable learning material?

Yes. Everything from application to certification will be online and you can access the self-learning material from SWAYAM-Learning Management System after getting registered on completion of admission formalities. You can download the e-Self Learning Material (e-SLM) as well.

27. How can I access my course material in OL programmes?

CDOE, CUHP uses SWAYAM as a Learning Management System (LMS) and employs it for transactional delivery. On confirmation of the admission, the learner will get the access to the SWAYAM (LMS) through the SAMARTH account itself. Once the SWAYAM (LMS) access button will get active, the learners can access the learning material in the form of e-SLM.

28. Do I need to purchase textbooks or any software?

No, every study material is available in SWAYAM (LMS) in the form of e-SLM on learner's registered account. You are required to have desktop computer/laptop/smartphone for using SWAYAM portal for undertaking OL programme of studies.

29. Do I get any support to complete my registration or admission process?

Yes, we have a dedicated Helpdesk-cum-LSS cell for your assistance and you may contact this desk/cell by visiting the Helpdesk tab on CDOE website.

30. What is the process of Admission to ODL and OL programmes?

You may employ following steps for admission to ODL and OL programme of studies:

- Register on SAMARTH portal of CDOE, CUHP
- Fill out the application form online
- Pay the Prescribed Programme Fee through Digital Mode

- Upload essential prescribed Documents and Submit
- Verification of documents by CDOE through prescribed mode
- Allocation of University Enrolment Number and Registration of Learner

31. What should I do after the completion of admission formalities?

After completing the admission formalities, you will receive registration ID. You will also receive academic calendar and counselling schedule. You will get access to the e-SLM. You are advised to follow the information available on our website. Once registered, you will also start receiving the notifications through your SWAYAM account.

32. What is the cost of application for ODL/ OL admission?

To know about the cost of application, please visit our website**:** www.cdoe.cuhimachal.ac.in

33. What are different modes of fee payment?

Payment Gateway options provided by CDOE, CUHP are Credit/Debit Card (ATM), Net Banking / UPI. Status of Fee paid by learner through Online Mode will be updated within 72 hours. In case of any fee deposit related clarification/details, write an email to helpdeskcdoe.cuhp@hpcu.ac.in.

34. Are there any extra charges that I have to pay?

All details related to programme fee and any other charges shall be displayed prior by CDOE on its website and admission prospectus (handbook of information). No extra charges shall be applicable other than those mentioned at the time of applying for admission to ODL and OL programmes of CDOE, CUHP.

35. What sort of information is available on LMS (SWAYAM)?

SWAYAM is your Learning Management System in your pocket. You will get access to your course material, Recorded Lectures, Live Sessions, Assignments, Discussion forums, Academic Calendar, etc. You will get all information/notifications on the dashboard.

36. Are there any training sessions on how to use SWAYAM (LMS)?

Yes, we conduct periodic orientation sessions on how to make use of SWAYAM (LMS) platform by the learners for OL programmes of studies.

37. Can I access the course material on my mobile phone?

Yes, our SWAYAM (LMS) is accessible on mobile, Laptops, PCs, and tablets. You can access it anytime, anywhere at your convenience.

38. Is there any provision of live sessions for courses?

Yes, as per SWAYAM 4-quadrant approach of transactional delivery mechanism, one of the essential quadrants is Discussion Forum. We organize live discussion sessions periodically under each course to address the issues of our learners.

39. How can I interact with my peers?

The discussion forum is the medium through which you can connect with your course coordinator and peers. The CDOE, CUHP has made adequate arrangements for peer interaction through online mode.

40. Can I reach faculty members other than weekend live classes?

Yes, you can post your queries through your learning portal and e-mail (of Helpdesk), and the faculty will respond in a time bound manner to your queries.

41. What are the assessment components for online learning programmes?

Examination for a particular semester in each course will consist of two components:

- End Semester Examination (ESE): with 70% weightage
- Continuous Internal Assessment (CIA): with 30% weightage

42. Do ODL and online learning (OL) programmes have projects/ dissertation component?

Yes. ODL and OL learning programmes have projects / dissertation as an integral component to give field exposure. Certain programmes have practical laboratory components also. You may see the programme guide which is available at Programme Offered tab on CDOE website.

43. From where do I access the course structure and detailed syllabus of ODL and OL programmes?

The detailed semester-wise and course-wise credit distribution along with detailed syllabus of various programmes of studies offered through ODL and OL mode is available at CDOE website under programme offered tab.

44. Is the curriculum aligned with the industry?

Yes. Curriculum of ODL and OL programmes of studies is designed in way to suit the present and future requirements of Industry and community. The curriculum has also designed in consonance with the stipulations of National Education Policy-2020. The CDOE has a provision of regular up-dation of prescribed curriculum in accordance with emerging needs.

45. Will the mode of learning be mentioned on my final certificate/degree?

Yes, as per the guidelines of UGC, the mode of delivery shall be printed on the final certificate/degree to be issued by CDOE, CUHP.

46. What is ABC-ID?

The Academic Bank of Credit ID (ABC-ID) is a unique identification assigned to learners under India's Academic Bank of Credit system. It facilitates digital storage, transfer, and accumulation of academic credits earned across multiple institutions, supporting flexible learning pathways and enabling credit transfer for degree completion as per the National Education Policy-2020.

47. Is it mandatory to have an ABC-ID?

Yes, according to NEP-2020 and as per the rules and regulations of CUHP, Academic Bank of Credit ID (ABC-ID) is mandatory for all learners.

48. How can a candidate create ABC-ID?

All the students are advised to create their ABC-ID through Digi Locker before taking admission in the CDOE, CUHP. Students can create their ABC-ID through the link (https://www.abc.gov.in/). Before creation of ABC-ID, the mobile no. of the student must be linked with Aadhaar (mandatory).

The YouTube Link to know how to create ABC-IDs –

https://www.youtube.com/watch?v=Gw3DUHaJg1c

49. What is DEB-ID?

DEB-ID is a unique identifier assigned to learner enrolled in programmes under the Distance Education Bureau (DEB) of the University Grants Commission (UGC) in India. The DEB-ID ensures proper enrolment, facilitates academic credit tracking, and helps maintain compliance with UGC-DEB guidelines for recognized programmes.

50. Is it mandatory for learners to have a DEB-ID during admission?

Yes, having a DEB-ID is mandatory for admission to distance education or online courses regulated by the UGC-Distance Education Bureau (DEB), Govt. of India. The University Grants Commission has decided to standardize the admission process for learners enrolling in ODL and/or OL programmes to safeguard their academic future and career opportunities. Accordingly, it was made mandatory for learners to register on UGC-DEB web portal with his/her Academic Bank of Credit (ABC)-ID to generate a unique DEB-ID to enrol in ODL/Online programmes offered by CDOE, CUHP.

51. What is the provision in CDOE, CUHP for transfer/mobility of credits earned through ODL and OL programme of studies?

The University shall have provision for transfer of credits earned by its students (either through different face-to face programme of studies or various ODL/OL programme of studies) to other Universities / educational institutions. Any learner enrolled in ODL or OL programme of study in CDOE, CUHP shall be eligible for mobility from ODL and / or OL mode of learning to physical mode (face to face mode) of learning within this university as per the UGC-DEB guidelines and as per the provisions stipulated under the University Act/Statutes/Ordinances and with the approval of the statutory authorities of the university. The university shall have the provision for transfer of the credits earned by students after successful completion of a programme of study through ODL / OL mode from CDOE, CUHP as per UGC-DEB guidelines issued from time to time and adopted by the university accordingly. A student of the University seeking transfer of credit to other Universities/ institutions shall submit a request, along with the fee as prescribed by the university from time to time, to the Controller of Examinations through Director, CDOE. The onus of accepting the transferred credits (either all credits or specified percentage of credits) by other universities / institutions shall be the entire discretion of the university / institution where the credits shall be transferred. The transferring university/CDOE, CUHP shall not have any role in this context.

52. Can I shift to regular mode during my ongoing programme of study in ODL / OL mode?

Yes. You can shift to regular mode from ODL / OL mode. However, this will depend upon the institution/university where you wish to shift that whether that institution/university has availability of seat/s in concerned regular programme in respective semester and the provisions for credit transfer. Such shifting shall be allowed only in accordance with the guidelines of UGC.

53. Can I shift to ODL / OL mode from regular mode during the ongoing regular programme of studies?

The admissions to ODL / OL programme of studies are made in accordance with the guidelines and academic calendar of UGC-DEB. This shift of admission to ODL / OL mode from regular mode shall entirely depend on UGC-DEB guidelines and academic calendar as well as provisions for credit transfer/ mobility of accepting institution.

54. Can a candidate pursue two degrees at same period of time?

Any individual can pursue two degrees simultaneously in accordance with the existing guidelines, rules and regulations of UGC.

55. Are foreign nationals eligible to apply for ODL and OL programmes?

Yes, foreign nationals are also eligible to apply.

56. What is the territorial jurisdiction of CDOE, CUHP for offering ODL and/or Online programmes?

As per UGC-DEB guidelines and in accordance with its Act, CUHP is authorized to offer ODL and Online programs across India and the world. The university complies with UGC regulations, allowing learners from any part of the world to enroll in its programmes.

57. What if I want more information about programmes of CDOE, CUHP?

Please visit our website: https://www.cdoe.cuhimachal.ac.in

Address for Communication:
Centre for Distance and Online Education (CDOE)
Central University of Himachal Pradesh (CUHP)
Dharamshala, Distt. Kangra (HP) – 176215 (INDIA)
E-mail : cdoe.office@hpcu.ac.in

If you still have any query or need additional information, please contact our Helpdesk:

- Phone No. 01892-229330
- Email: helpdeskcdoe.cuhp@hpcu.ac.in

Contact Persons:

- Dr. Sudam Charan Sahu
- Ms. Aishwarya Rai
- Sh. Rohit Dhiman

Components-wise Break-up of Approved Fee Structure of Online Learning (OL) Programmes of CDOE, CUHP

S. NO.	NAME OF PROGRAMME	MBA (Master of Business Administration)		
	PARTICULARS OF FEE	**ONE TIME**	**ANNUAL**	**SEMESTER FEE (FOR EACH SEM)**
1	UNIVERSITY REGISTRATION / ENROLMENT FEE (Non-Refundable)	**500**		
2	ADMISSION FEE (Non-Refundable)	**500**		
3	APPLICATION FEE (Non-Refundable)	**1000**		
4	E-SUVIDHA FEE (SWAYAM PLATFORM etc.)			**400 per course**
5	TUITION FEE			**18500**
6	e-EXAMINATION FEE (End-Term)			**1000**
7	STUDY MATERIAL (e-LM) FEE		**2000**	
8	CENTRE DEVELOPMENT FEE		**1000**	
9	DEGREE CUM CONVOCATION FEE	**500**		
10	TEACHING LEARNING RESOURCE/ e-RESOURCE FUND		**500**	
11	ONLINE ASSESSMENT FEE (CIA)		**500**	
12	LEARNER SUPPORT SERVICES FUND		**500**	
13	BACK PAPERS EXAM FEE (MINIMUM) And if more than ONE papers then Fee per course/paper:	**1000** **500**		
14	RECHECKING / RE-EVALUATION FEE PER COURSE / PAPER	**500**		
15	PROJECT/DISSERTATION EVALUATION AND ONLINE VIVA-VOCE FEE	**500**		
	TOTAL	**3000** (EXCLUDING BACK PAPERS EXAM FEE AND RECHECKING/RE-EVALUATION FEE	**4500**	**19500** (EXCLUDING E-SUVIDHA FEE)

S. NO.	NAME OF PROGRAMME	MCA (Master of Computer Applications)		
	PARTICULARS OF FEE	**ONE TIME**	**ANNUAL**	**SEMESTER FEE (FOR EACH SEM)**
1	UNIVERSITY REGISTRATION / ENROLMENT FEE (Non-Refundable)	**500**		
2	ADMISSION FEE (Non-Refundable)	**500**		
3	APPLICATION FEE (Non-Refundable)	**1000**		
4	E-SUVIDHA FEE (SWAYAM PLATFORM etc.)			**300 per course**
5	TUITION FEE			**12000**
6	e-EXAMINATION FEE (End-Term)			**1000**
7	STUDY MATERIAL (e-LM) FEE		**2000**	
8	CENTRE DEVELOPMENT FEE		**1000**	
9	DEGREE CUM CONVOCATION FEE	**500**		
10	TEACHING LEARNING RESOURCE/ e-RESOURCE FUND		**500**	
11	ONLINE ASSESSMENT FEE (CIA)		**500**	
12	LEARNER SUPPORT SERVICES FUND		**500**	
13	BACK PAPERS EXAM FEE (MINIMUM) And if more than ONE papers then Fee per course/paper:	**1000** **500**		
14	RECHECKING / RE-EVALUATION FEE PER COURSE / PAPER	**500**		
15	PROJECT EVALUATION AND ONLINE VIVA-VOCE FEE	**500 (Major)** **300 (Minor)**		
16	PRACTICAL EXAMINATION FEE		**350**	
	TOTAL	**3300** (EXCLUDING BACK PAPERS EXAM FEE AND RECHECKING/RE-EVALUATION FEE	**4850**	**13000** (EXCLUDING E-SUVIDHA FEE)

S. NO.	NAME OF PROGRAMME	MA (Economics, History, Political Science)		
	PARTICULARS OF FEE	**ONE TIME**	**ANNUAL**	**SEMESTER FEE (FOR EACH SEM)**
1	UNIVERSITY REGISTRATION / ENROLMENT FEE (Non-Refundable)	**500**		
2	ADMISSION FEE (Non-Refundable)	**500**		
3	APPLICATION FEE (Non-Refundable)	**1000**		
4	E-SUVIDHA FEE (SWAYAM PLATFORM etc.)			**250 per course**
5	TUITION FEE			**2300**
6	e-EXAMINATION FEE (End Term)			**1000**
7	STUDY MATERIAL (e-LM) FEE		**1000**	
8	CENTRE DEVELOPMENT FEE		**1000**	
9	DEGREE CUM CONVOCATION FEE	**500**		
10	TEACHING LEARNING RESOURCE/ e-RESOURCE FUND		**250**	
11	ONLINE ASSESSMENT FEE (CIA)		**250**	
12	LEARNER SUPPORT SERVICES FUND		**250**	
13	BACK PAPERS EXAM FEE (MINIMUM) And if more than ONE papers then Fee per course/paper:	**1000** **500**		
14	RECHECKING / RE-EVALUATION FEE PER COURSE / PAPER	**500**		
15	PROJECT / DISSERTATION EVALUATION AND ONLINE VIVA-VOCE FEE	**500**		
	TOTAL	**3000** (EXCLUDING BACK PAPERS EXAM FEE AND RECHECKING/RE-EVALUATION FEE	**2750**	**3300** (EXCLUDING E-SUVIDHA FEE)

Note: The above fee is subject to change as decided by the University from time-to-time.

FEE FOR INTERNATIONAL STUDENTS / NRIs: The Fee for International Students and NRIs shall be DOUBLE of above proposed FEE under all Particulars of Heads which will be calculated in US Dollars, based on the rate of conversion from Indian Rupees on the Day of Admission/Registration.

RULES FOR FEE REFUND

Refund of Fees in case of withdrawal/cancellation of admission:

a) Students seeking withdrawal/cancellation of admission shall be required to apply in writing to the Head of the Department / Director of the Center concerned;
As per Fee Refund Policy 2024-25 of UGC notified vide D.O. No.F.2-7 1t2022 (CPP-II) (c-1 14s46) dated 12.06.2024, refund shall me made as under:

b) A full refund of fees shall be made by the Higher Educational Institutions (HEIs) on account of all cancellations of admissions/migrations of students up to 30 September and with a deduction of not more than Rs. 1,000, as a processing fee, up to 31 October.

c) For any admission schedule extending/commencing beyond/after 3'l October, the provisions contained in the UGC Notification issued in October 2018 on Refund of Fees and Non-Retention of Original Certificates shall apply (reproduced below for ready reference):

Category	Percentage of Refund of fees	Point of time when notice of withdrawal of admission is received in the HEI
(1)	100%	15 days or more **before** the formally notified last date of admission
(2)	90%	Less than 15 days **before** the formally notified last date of admission
(3)	80%	15 days or less **after** the formally notified last date of admission
(4)	50%	30 days or less, but more than 15 days **after formally** notified last date of admission
(5)	00%	More than 30 days **after** formally notified last date of admission

Refund of Security Deposit / Caution Money etc.:

1. Security Deposit / Caution Money are refundable, on an application from the student on his/her leaving the university, after deducting all dues, fines and other claims against him.

2. In case a student does not claim the refund of any amount lying to his/her credit within one calendar year of his/her leaving the university, it shall be considered to have been donated by him/her to the Students' Aid Fund.

(Explanation: The period of one calendar year shall be reckoned from the date of announcement of the result of the examination taken by the student or the date from which his/her name is struck off from the rolls of the university).

HELP DESK

PLEASE CONTACT FOLLOWING FOR ANY SUPPORT (24 X 7) **Contact Persons**: Dr. Sudam Charan Sahu (**9658153440)** Ms. Aishwarya Rai (**7746814968)** Sh. Manish Vashisht (**7018812941)**	
E-mail: admission.cdoe@hpcu.ac.in, helpdeskcdoe.cuhp@hpcu.ac.in cdoe.office@hpcu.ac.in	**Landline – 01892-229330 (on Working Days Only)**
FOR ONLINE FORM / TECHNICAL ISSUES / SAMARTH PORTAL RELATED QUERIES:	
Sh. Rohit Dhiman, 98052-29220, Sh. Vivek Pathania, 88945-13094 E-mail: technical@hpcu.ac.in	**Landline – 01892-238008 (on Working Days Only)**

DEB ID Generation

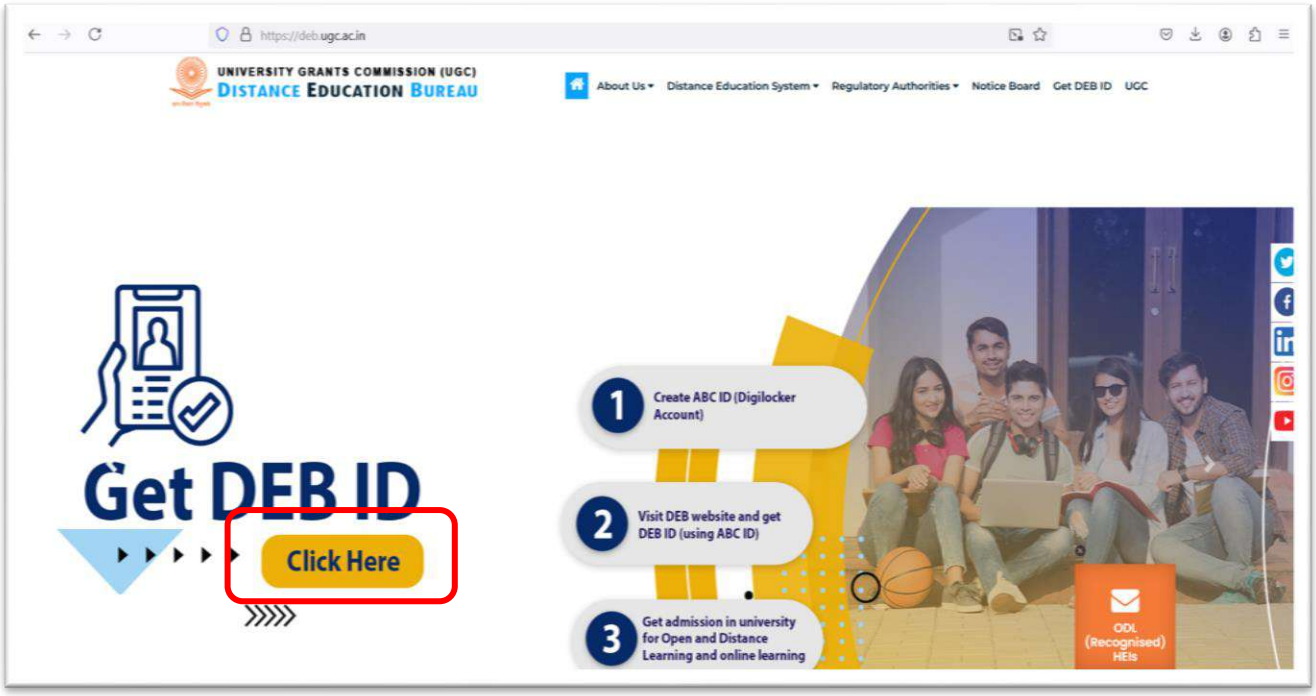
UGC-DEB has introduced a new admission procedure for all Open and Distance Learning (ODL) and Online Programmes, starting from the academic session beginning in October 2024 (revised from July-August 2024):

- All learners must register on the UGC-DEB web portal to generate a unique DEB-ID before taking admission.
- To generate a DEB-ID, visit the UGC-DEB web portal (https://deb.ugc.ac.in/ or https://deb.ugc.ac.in/StudentDeBID) and generate DEB ID using your Academic Bank of Credit (ABC) ID
- If you do not have an Academic Bank of Credit (ABC) ID, you can create one through DigiLocker (https://www.digilocker.gov.in)
- The DEB-ID, once generated, will remain valid for the student's lifetime.
- Without a valid DEB-ID, admission cannot be granted to Open and Distance Learning (ODL) and Online (OL) Programmes.

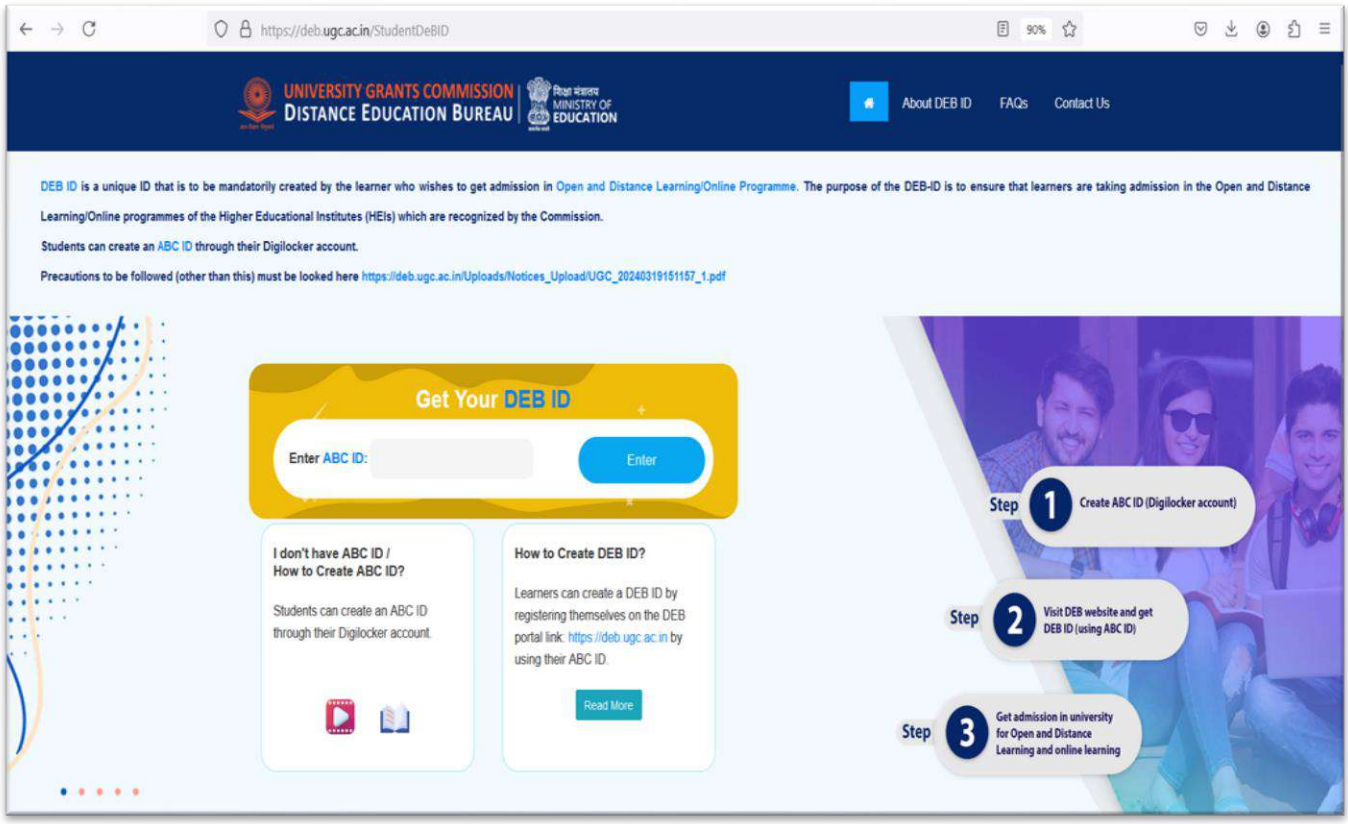
Steps to Generate DEB ID

A. If You have Academic Bank of Credit (ABC) ID:

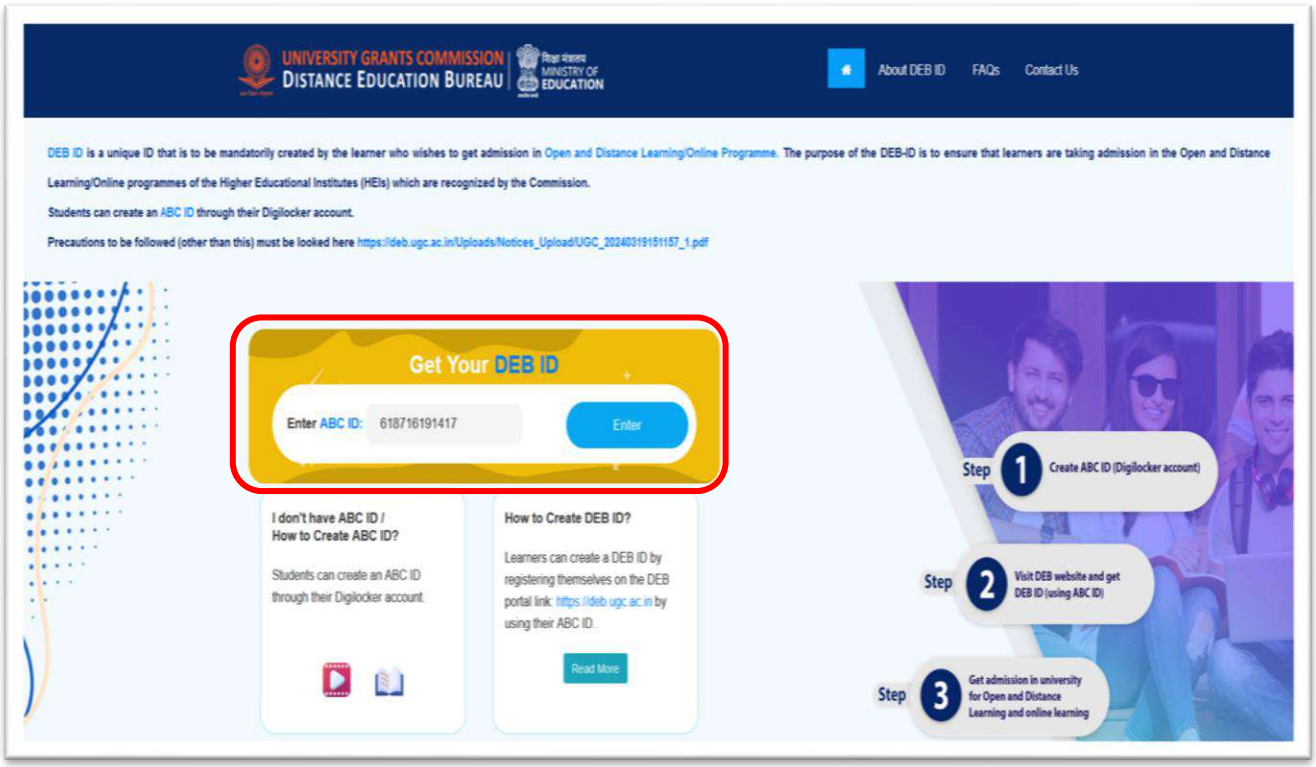
1. Go to the UGC-DEB portal (URL Link: https://deb.ugc.ac.in/)



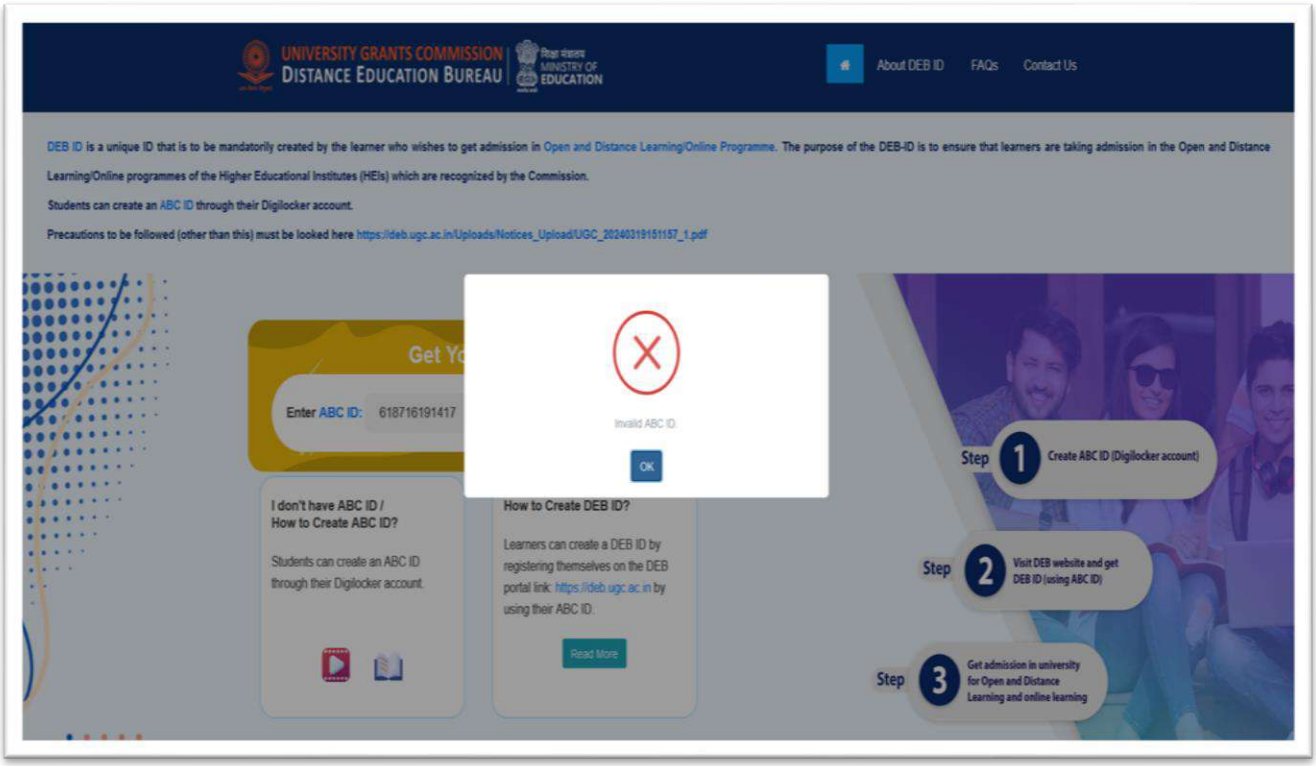
Or Use the Direct Link: https://deb.ugc.ac.in/StudentDeBID



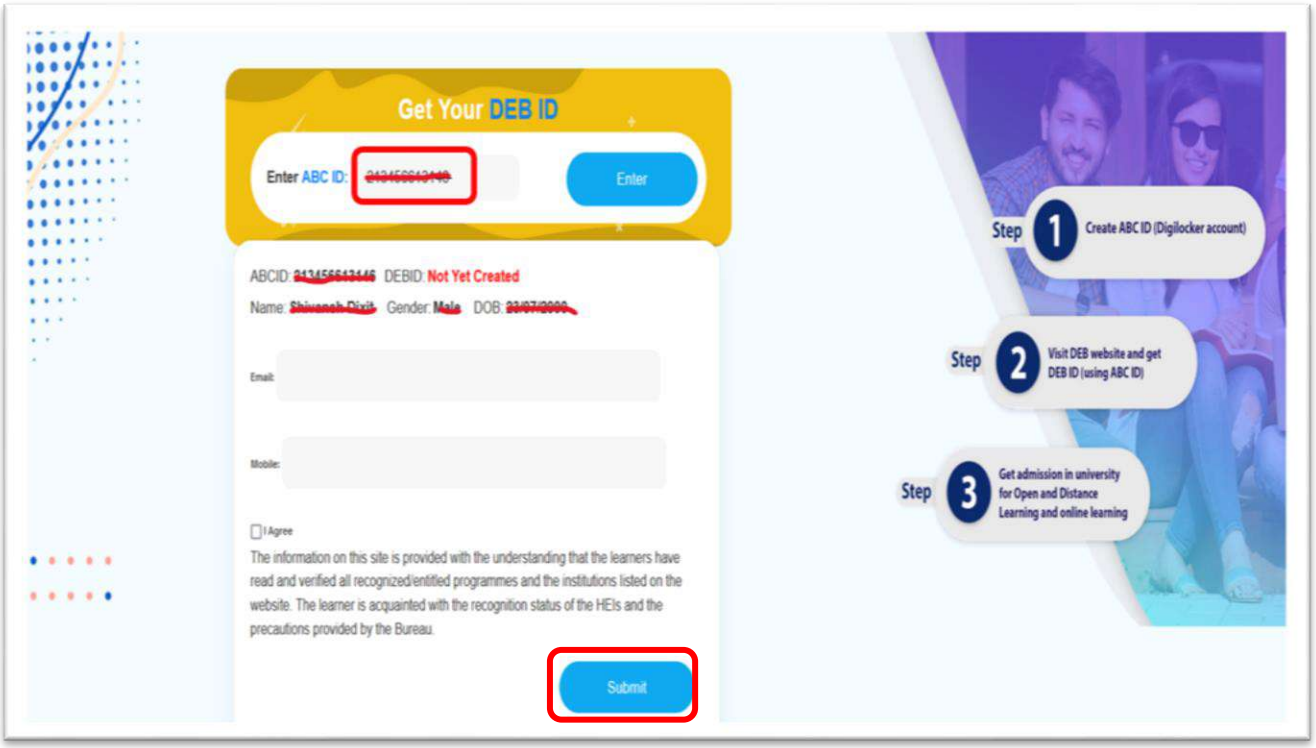
2. Enter the Academic Bank of Credit (ABC) ID and click on **"Enter"**



If the ABC ID is not valid/ is incorrect; the following message will pop up:



Enter the valid/ correct ABC ID for generation of DEB ID.

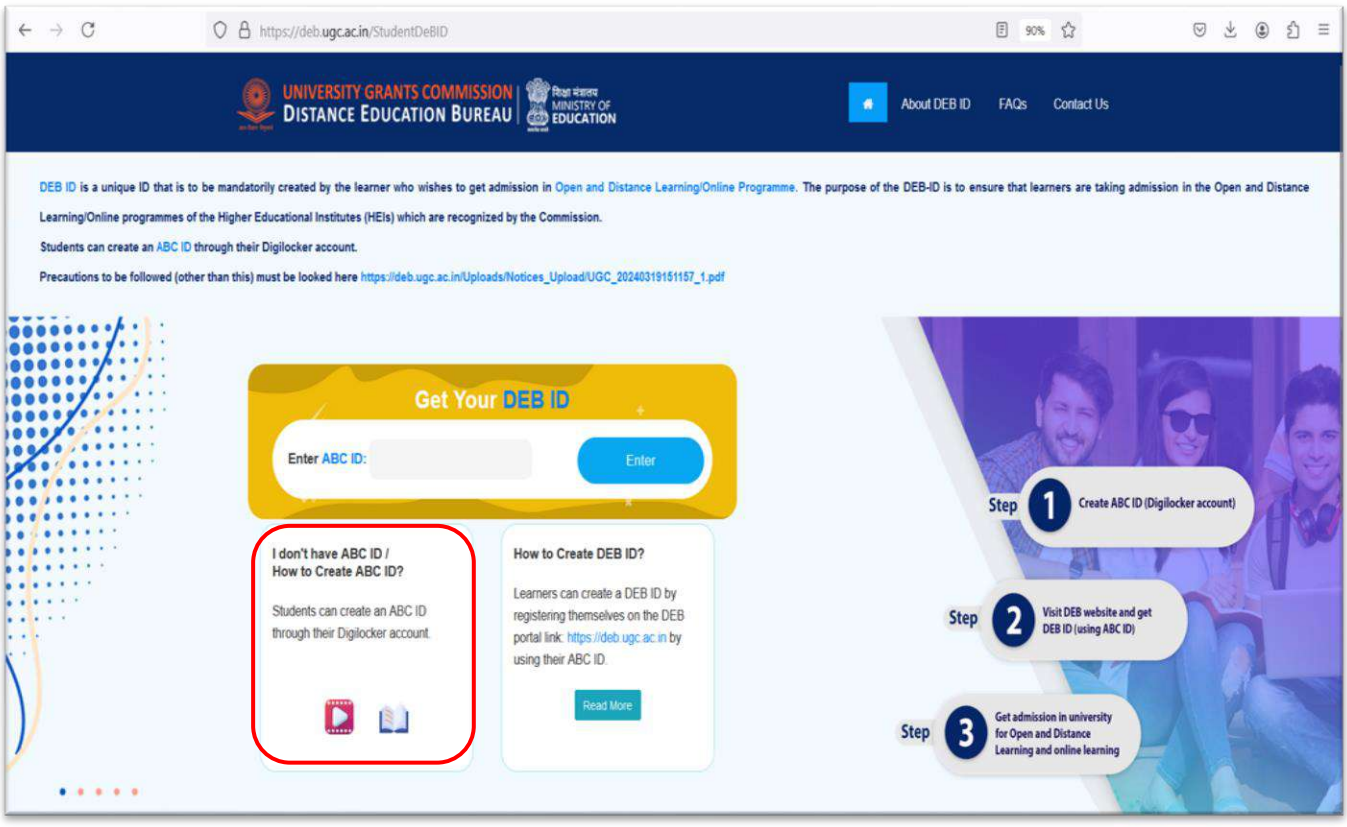


- **DEB ID status is:** Not Yet Created
- Your Name, Gender, and Date of Birth (DOB) will be automatically pre-filled according to your ABC ID.
- Enter your **"Email ID"** and **"Mobile No."**
- Check the box for "**I Agree**".
- Click on **"Submit"** to generate your **"DEB ID"**.

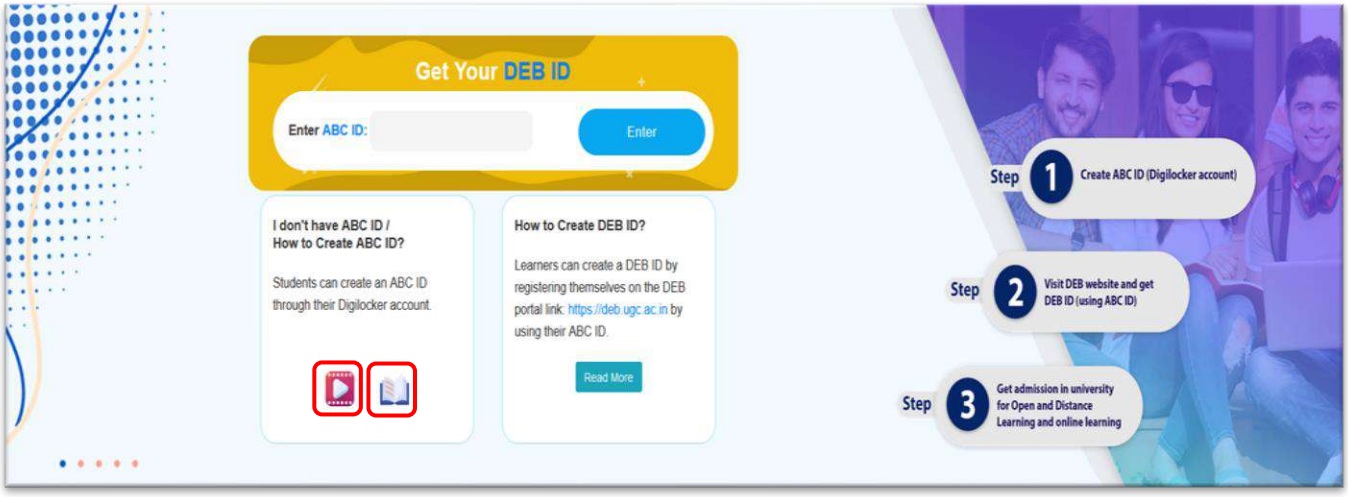
3. Note your DEB-ID for further use and reference.

B. If You do not have Academic Bank of Credit (ABC) ID:

1. Go to the UGC-DEB portal https://deb.uec.ac.in/StudentDebId



2. Refer to the video by clicking the **"play icon"** for the generation of an ABC ID, or follow the step-by-step guide by clicking the **"book icon".**



- **Direct Link to access the video for generating an ABC ID:** https://img1.digitallocker.gov.in/nad/assets/video/ABC_ID.mp4?autoplay=1&modestbranding=1&showinfo=0

- **Direct Link to access the step-by-step guide for generating an ABC ID:** https://www.abc.gov.in/assets/resources/Step_by_Step_Guide_ABCID_Students.pdf

3. **You can generate your ABC ID using any of the following methods:**
    - **Via DigiLocker:** https://www.digilocker.gov.in
    - **Via UMANG Portal:** https://web.umang.gov.in/landing/
    - **Via ABC Portal:** https://www.abc.gov.in

CDOE at a Glance

Centre for Distance and Online Education (CDOE)
Central University of Himachal Pradesh

(Accredited by NAAC with A+ Grade with CGPA of 3.42)

Near HPCA Stadium, Dharamshala, District Kangra - 176215 H.P. India

FOLLOW US ON :

WEBSITE : www.cdoe.cuhimachal.ac.in

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