ALL INDIA SURVEY ON HIGHER EDUCATION

PILOT REPORT

MINISTRY OF HUMAN RESOURCE DEVELOPMENT

DEPARTMENT OF HIGHER EDUCATION

PLANNING, MONITORING & STATISTICS BUREAU

2011

CONTENTS

CHAPTER - 1

INTRODUCTION

1.1   BACKGROUND

Higher education is of vital importance for the country, as it is a powerful tool to build knowledge-based society of the 21st Century. With the growing size and diversity of the higher education sector particularly in terms of courses, management and geographical coverage, it has become necessary to develop a sound database on higher education. Existing data base on higher education is inadequate and out-of-date. Collection and dissemination of data on higher education suffers from incomplete coverage, inordinate time lag etc. Due to this, Gross Enrolment Ratio (GER), which is being calculated on the basis of available data, does not reflect the correct picture of the country's development in respect of Higher Education sector. Government has set a target of increasing the GER from the present level of about 12% to 15% by the end of XI Five Year Plan and to 30% by the year 2020. Various new initiatives have been taken during XI Five Year Plan to increase the GER. Reliable and comprehensive data-base is an immediate requirement to measure the actual GER and efforts taken to improve the GER. A sound database on higher education is also required for planning, policy formulation, fulfilling International Commitments, Research etc.

To address this issue, Department of Higher Education (DHE), Ministry of Human Resource Development (MHRD) decided to conduct an **All India Survey on Higher Education** for the first time, with the following objectives to

-   Identify & capture all the institutions of higher learning in the country. For the purpose of this Survey, Higher Education is defined as the education, which is obtained after completing 12 years of schooling or equivalent and is of the duration of at least nine months (full time) or after completing 10 years of schooling & and is of the duration of at least 3 years.
-   Collect the data from all the higher education institutions on various aspects of higher education.

A Task Force was constituted under the Chairmanship of Sri Sunil Kumar, Additional Secretary, DHE with members from diversified fields and Dr. Vijay P.Goel, Deputy Director General, DHE as the Member Secretary. A copy of the constitution of the Task Force with terms of reference is enclosed at **Annexure I.**

Prior to the launching of the full-fledged survey, a pilot survey was conducted in some of the selected Institutions of higher learning of different type. The present report deals with conduct of pilot survey and its findings.

1.2   OBJECTIVE

The objective of the Pilot Survey was to test the Data Capture Format by canvassing the same among sample Institutions, to explore the feasibility of collection of requisite

information/data needed and identifying the specific operational problems such as the time consumed and efforts required to capture information/data from the Institutions. The testing was all the more necessary because there is a vast diversity among the institutions in terms of structure, courses conducted, faculties & departments, flexibility provided to students such as selection of courses, credit system etc. Information are sometimes not readily accessible and and generally not available at one place. More than one visit are required in most cases for collecting data through the Data Capture Format (DCF).

1.3   METHODOLOGY

The methodology for the Pilot Survey has evolved in stages. The planning for the Pilot survey was preceded by three meetings of the Task Force.

➢ First Meeting: Schedule developed a few years back by A Review Committee on Education Statistics was discussed with the members of the Task Force. It was found that it is not suitable for the survey and it has to be designed afresh. Accordingly first draft of the DCF was prepared by a group of officers from MHRD, UGC and Distance Education Council.

➢ Second Meeting: First draft of DCF was discussed and various suggestions were given by the members and on the basis of these suggestions, DCFs were further modified.

➢ Third Meeting: Second draft of DCFs was discussed and DCFs were finalized for the Pilot testing. The modalities of conducting the pilot were also finalized in this meeting.

For the purpose of the **All India Survey on Higher Education**, all the institutions of higher learning in the country have been divided in 3 categories:

Category I: University & University Level Institutions – All Institutions which are established
-   under Central Act, a Provincial Act or a State Act (Central University/State University)
-   as an institution deemed to be a university under section 3 of the UGC Act 1956 e.g. Deemed University
-   as an institution specially empowered by an Act of Parliament to confer or grant degrees e.g. Institution of National Importance (IITs, NITs etc.), Institutions set up by other Central Ministries by an Act of Parliament such as NIFT

Category II: Colleges/ Institutions affiliated to University - This constitutes

-   Colleges affiliated with the University (Constituent/ University College, Affiliated Colleges including Autonomous Colleges)
-   Institutions for which degree is awarded by the University but the Institution is not affiliated with the University
-   PG Centres of the University.
-   Off-Campus Centres/ Constituents Units of Institutions deemed to be University

Category III: Institutions NOT affiliated to University – These Institutions are termed as **Stand-Alone Institutions** for the purpose of the survey. These are the institutions which are providing PG Diploma/ Diploma degree but not affiliated or recognized by any University/ University Level Institutions. However, their courses are recognized/ approved by one or the other Statutory Body such as All India Council for Technical Education (AICTE), Indian Nursing Council etc. This constitutes

- All such institutions which are conducting PG Diploma/Diploma level courses recognized by AICTE but not affiliated to any University.
- Teacher Training Institutes running Diploma level courses approved by National Council of Teacher Education e.g. District Institute of Education & Training (DIETs)
- Polytechnics
- Nursing Institutes running GNM courses approved by Indian Nursing Council.
- Institute of Charted Accountant of India
- Institute of Company Secretary
- Actuarial Society of India

1.4   LAYOUT OF THE REPORT

This report consists of seven chapters. Besides the introductory chapter, Chapter 2 presents the planning and conduct of the pilot survey. Chapter 3 presents the data validation and processing. Results of the pilot survey are presented in chapter 4. Observed problems in various blocks of the DCF and suggestions for resolving the problems are given in chapter 5. Chapters 6 and 7, deal with the compilation of Core list of Institutions and Proposed Plan for conducting the Main Survey respectively. This report also contains three Annexures containing Constitution of Task Force, DCFs finalized after Pilot and Instruction to field staff for filling up the final DCF.

CHAPTER - 2

PLANNING AND CONDUCT OF PILOT SURVEY

2.1   SCHEDULE DESIGNING

Three different following kinds of Data Capture Formats (DCF) were prepared for the above mentioned 3 Categories of Institutions.

Data Capture Format I: University/University Level Institutions

Data Capture Format I consisted of 9 blocks. The first three blocks, viz. Block 1A, Block 1B and Block 1C were used for recording basic structure of the University, listing the Colleges and Recognised Institutions of the University, listing the Faculties & Departments and the Courses conducted in each Department of the University. Faculties, Departments and Courses listed in Block 1C formed the basis/ masters for filling up of Blocks 1D and IE.

Block 1D was for recording the information in respect of teaching & non-teaching staff of the university. Library staff, Physical Education Staff and staff employed in Directorate of Distance Education of the University was collected separately in this block.

Faculty/Department & Course-wise Student enrolment in regular as well as distance education mode was collected in Block 1E. Information in respect of Foreign Students and Person of Indian Origin (PIO) was recorded in this block.

Block 1F was used for recording the examination results of the students who have passed the final year degree examination of a particular course.

Receipt & Expenditure details of the university were recorded in Block 1G.

Infrastructure related details of the university were recorded in Block 1H.

Details of the informant and the time taken to fill-up the DCF were recorded in Block 1I.

Data Capture Format II: Colleges/Institutions affiliated/recognized by the University

Data Capture Format II consisted of 8 blocks. The first two blocks, viz. Block 2A and Block 2B were used for recording basic structure of the College/Institution, its Faculties & Departments and the courses being conducted in each Department. Faculties, Departments and courses listed in Block 2B formed the basis/ masters for filling up of Blocks 2C and 2D.

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

Faculty/Department & Course-wise Student enrolment was collected in Block 2D. Information in respect of Foreign Students and Person of Indian Origin (PIO) were recorded in this block.

Block 2E was used for recording the examination results of the students who have passed the final year degree examination of a particular course.

Receipt & Expenditure details of the College/Institution were recorded in Block 2F.

Infrastructure related details of the College/Institution were recorded in Block 2G.

Details of the informant and the time taken to fill-up the DCF were recorded in Block 2H.

Data Capture Format III: Institutions NOT affiliated/ recognized by the University

Data Capture Format III consisted of 8 blocks. The first two blocks, viz. Block 3A and Block 3B were used for recording basic structure of the Institution, its Faculties & Departments and the Courses being conducted in each Department. Faculties, Departments and Courses listed in Block 3B formed the basis/ masters for filling up of Blocks 3C and 3D.

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

Faculty/Department & Course-wise Student enrolment was collected in Block 3D. Information in respect of Foreign Students and Person of Indian Origin (PIO) were recorded in this block.

Block 3E was used for recording the examination results of the students who have passed the final year degree examination of a particular course.

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

Infrastructure related details of the Institution were recorded in Block 3G.

Details of the informant and the time taken to fill-up the DCF were recorded in Block 3H.

These Three types of Data Capture Formats were more or less complete to capture the data required for the purpose of the present survey. However, a few modifications were made in the DCF after the Pilot testing. The modified DCF, which will be used in the main survey are given in **Annexure II.**

2.2   SAMPLE DESIGN & SAMPLE SIZE

It was proposed that the Institutions would be selected purposively keeping in view the variety of Institutions. At least one Institution was proposed to be selected from each Type. These were

- University/University Level Institutions:
  Central Universities – University of Delhi
                         Banaras Hindu University (to capture graduate course being run in the Departments, which is unique to this University)
                         Jawaharlal Nehru University
  State University - Guru Gobind Singh Indraprastha University, Delhi
                      Punjab University (University having PG Centres)
                      Osmania University,
                      Acharya N.G. Ranga Agricultural University, Hyderabad
  Open University - Indira Gandhi National Open University
  Institute of National Importance - Indian Institute of Technology Delhi
                                       All India Institute of Medical Sciences.
  Deemed University - Rashtriya Sanskrit Sansthan (this university is having constituent units/off-campus centers)
- Colleges:
  Kirorimal College (College affiliated with University of Delhi)
  one college of Osmania University
  University College of Medical Science, Sahadra
  Ahilyabai College of Nursing (to capture institutions recognized by the University for granting degree)
  Campus of Open Learning of University of Delhi (to capture programme offered through Distance Education Mode)

- Stand alone Institutions:
  Polytechnics
  Nursing Institute (Institutes conducting course of General Nursing & Midwifery),
  DIET Centres (Mahalakshmi Stree Adhyapan Mandir Raikhad Ahmedabad) etc.

These institutions were selected with the approval of the Task Force in its 3rd meeting held on 21.02.2011, with the flexibility to add or remove a few institutions as per the requirement. Accordingly, later during the Pilot Testing, some more Institutions were surveyed and some were left keeping in view the logistics and requirement for the purpose of coverage. The final sample institutions are given below in **Table 1**.

Table 1: Final Sample Institutions surveyed during Pilot Testing

Type	Name
University/ University Level Institution	
Central University (3)	Banaras Hindu University (BHU)
	Jawaharlal Nehru University (JNU)
	University of Delhi (DU)
Central Open University (1)	Indira Gandhi National Open University (IGNOU)
State University (5)	Guru Gobind Singh Indraprastha University
	Panjab University
	Osmania University
	Acharya N.G. Ranga Agricultural University
	Jawaharlal Nehru Technological University
Private University (1)	Kadi Sarva Vishwavidyalay
Deemed University (1)	ICFAI
Institute of National Importance (2)	All India Institute of Medical Sciences
	Indian Institute of Technology, Delhi
Colleges Affiliated to University	
Colleges (5)	Kirorimal College, DU
	Mahila Mahavidyalaya, BHU
	University College of Medical Sciences, DU
	L.M.College of Pharmacy, Ahemadabad
	Chanchalben Mafatlal Patel College of Nursing, Ahemadabad
Stand-Alone Institutions	
Polytechnics (3)	Government Girls Polytechnics, Ahemadabad
	Government Boys Polytechnics, Ahemadabad
	VPMP Polytechnic, Ahemadabad
PGDM Institute (2)	Shanti Business School, Ahemadabad
	St. Kabir Institute of Professional Studies
Nursing (1)	M.M.Singhi Institute of Nursing, Ahemadabad
Teacher Training Institutes (2)	District Institute of Education & Training (Rural), Ahemadabad
	District Institute of Education & Training (Urban), Ahemadabad
Total number of Institutions	**26**

In addition to these 26 Institutions, Institute of Genomics & Integrative Biology, Council of Scientific and Industrial Research, Delhi where only Ph.D programme is run was also visited.

2.3   TRAINING

Training was imparted to the field personnel to assure the proper conduct of the survey. A training workshop was held on 28th March, 2011 under the chairmanship of Dr. Vijay P Goel, Deputy Director General, Department of Higher Education, MHRD at National University of Education Planning & Administration (NUEPA) to impart training to field investigators about the techniques and modus operandi of testing the Data Capture Formats.

The principal resource persons and participants were:

Resource Persons
1. Shri. M.S.Yadav, Chief Statistical Officer, UGC
2. Shri Sanjay, Director, DHE, MHRD
3. Ms. Ruchika Gupta, Deputy Director, DHE, MHRD

Overall guidance was provided by Dr. Vijay P Goel, DDG, DHE.

The training was focused on elucidating the following aspects

➢ Background of the study including approach, sample design, methodology, etc.
➢ Concepts of various terms used in the Survey.
➢ Coverage of the Institutions under the Survey.
➢ Concepts and definitions of terms used in the Data Capture Formats.
➢ Techniques for data collection.

For filling up each DCF, Instructions Manual was prepared. The Instructions Manual has also been modified after Pilot Testing. The modified Instructions Manual for field staffs is given in **Annexure III.**

2.4   MODE OF DATA COLLECTION

Pilot Testing was conducted by team of officers from MHRD, NUEPA, UGC and NIC. Basically the following 3 modes were used to collect the data:
(i)   Filling up of DCFs directly by the officers trained in the workshop,
(ii)   Filling up of DCFs by selected research scholars by giving on the spot training and
(iii)   Filling up of DCFs by the Institutions with the help of instruction manual.

Team of officers visited all the Institutes and held thorough discussion on various concepts with the Institutions' officials. Since the information to be collected during the survey is record based, various records being maintained at Institutional level were studied. Design of DCFs and feasibility of filling it up was discussed in detail.

It is also pertinent to mention here that the DCF for the survey is not input driven, it is to be filled from the output generated from the student/staff level database maintained at institution level.

2.5   OPERATIONAL PROBLEMS

In the process of filling up the DCFs, various problems were faced, the details are given below:

- There is large variation in the nomenclature of the Faculty and Department in the University. Somewhere these are termed as School and Centre. In some of the cases Centres are equivalent to Faculty while in some places it is equivalent to Department. Similar is the case with School.
- Name of various Faculties and Departments also varies significantly between one University to Other. There is neither uniqueness in the name nor in the structure. e.g. In JNU, in the School of Language, Literature and Culture Studies, there is a Centre of Indian Languages, where M.A. in Hindi programme is run, whereas, in BHU, in the Faculty of Arts, there is Department of Hindi, where M.A. in Hindi programme is run. There is a Department of Indian Languages also, in the Faculty of Arts in BHU, where programme such as M.A. in Tamil, Nepali etc are run. Single Department may run courses in different disciplines e.g. Botany Department of BHU runs four courses namely M.Sc. Botany, M.Sc. Applied Microbiology, M.Sc. Environmental Science & Technology and M.Sc. Environmental Science. In such cases it would not be possible to identify the subject from the name of the Department. Similar is the problem with the Centres and Departments running inter-disciplinary courses.
- Caste category-wise data of the Persons with Disability and Minority category is generally not maintained in the Institution. Most of the Institutes do not maintain data pertaining to students/staff belonging to Minority group. Private Institutions expressed their inability to provide PWD, Minority and in most cases even Caste category-wise data.
- Designation of the teaching staff varies from one type of institution to other.
- Some of the Private Institutions, which are run by the trust, do not keep records of the expenditure as the details are available with the trust only.

It may be appreciated that the operational difficulties mentioned above are not unexpected. In particular, the respondent Institutions were very co-operative in giving their time and parting with data mainly on the ground that the purposes of the survey and the benefits that may accrue from the survey have been made clear and known to them. Even the Institutions did not hesitate in providing the financial data. But the limitation with financial data is that except Universities most of the institutions do not maintain detailed information about the accounts of the Institutions. Most of the Institutions were also ready to disclose their identities along with the information collected in the format.

CHAPTER - 3

DATA VALIDATION AND PROCESSING

3.1   PURPOSE

The purpose of data validation is to clean data by applying logic and other consistency checks so as to ensure that the data collected is consistent. Thereafter, the data is processed for tabulation in order to have the desired results.

3.2   DATA ENTRY

No separate provisions were made for the Data Entry of the information collected during Pilot Testing phase of survey. Due to lack of manpower the complete data entry could not be done. However, with the help of internal resources available in DHE, some key data entries were made to generate important outputs.

3.3   DATA ANALYSIS

The necessary tabulation for derivation of the following was undertaken.

i)   Basic information, such as year of establishment, total area, number of staff quarter & number of hostels

ii)   Number of Colleges in the University and the Courses run in the Institution

iii) Total number of Teachers

iv) Student Enrolment

v)   Out-turn

vi)   Receipt & Expenditure

vii) Teacher-Pupil Ratio

CHAPTER - 4

4.1   FINDINGS OF THE SURVEY

Conforming to the objective of the Survey, the following tables have been generated.

Table 2: Basic information of the Institution

Sl No.	Name of Institution	Type	Year of Establishment	Total Area in Acre	Number of			
					Affiliated Colleges	Faculties	Departments	Courses/ Programmes
1	Banaras Hindu University	Central University	1916	1300	5	16	137	498
2	Jawaharlal Nehru University	Central University	1969	1000	20	13	34	118
3	University of Delhi	Central University	1922	NA	83	16	89	234
4	Indira Gandhi National Open University	Central Open University	1985	112	59	21	-	175
5	Guru Gobind Singh Indraprastha University[1]	State University	1998	60	86	13		60
6	Panjab University	State University	1882	550	194	15	71	254
7	Kadi Sarva Vishwavidyalay	Private University	2007	32	9	10	18	39
8	All India Institute of Medical Sciences	Institute of National Importance	1956	987	-	-	45	16
9	Indian Institute of Technology, Delhi	Institute of National Importance	1961	320	-	-	25	62
10	Kirorimal College, DU	Affiliated College	1954	17	-	-	19	17
11	Mahila Mahavidyalaya, BHU	Affiliated College	1929	45	-	-	36	9
12	University College of Medical Sciences, DU	Affiliated College	1971	89	-	-	23	18

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[1] For 2007-08

Sl No.	Name of Institution	Type	Year of Establishment	Total Area in Acre	Number of			
					Affiliated Colleges	Faculties	Departments	Courses/ Programmes
13	Chanchalben Mafatlal Patel College of Nursing, Ahemadabad	Affiliated College	2008	4	-	-	-	2
14	Lallubhai Motilal College of Pharmacy, Ahemadabad	Affiliated College	1947	14	-			7
15	Government Girls Polytechnics, Ahemadabad	Polytechnics	1964	16.6	-	-	-	7
16	Government Boys Polytechnics, Ahemadabad	Polytechnics	NA	NA	-	-	12	10
17	VPMP Polytechnic, Ahemadabad	Polytechnics	2006	2.4	-			5
18	Shanti Business School, Ahemadabad	PGDM Institute	2010	3.5	-	-	-	1
19	St. Kabir Institute of Professional Studies, Ahemadabad	PGDM Institute	2008	1	-	-	-	1
20	M.M.Singhi Institute of Nursing, Ahemadabad	Nursing	2002	NA	-	-	-	1
21	District Institute of Education & Training (Rural), Ahemadabad	Teacher Training Institutes	1994	3.4	-	-	-	1
22	District Institute of Education & Training (Urban), Ahemadabad	Teacher Training Institutes	2002	4	-	-	-	1
23	Institute of Genomics & Integrative Biology, Delhi	Council of Scientific and Industrial Research Lab	1977	1.6	-			1

Table 2a: Number of Staff Quarter and Hostel Details of the Institution

Sl No.	Name of Institution	Type	Number of Staff Quarter	Hostel		
				Number	Intake Capacity	Number of Students staying
1	Banaras Hindu University	Central University	1276	67	7090	12957
2	Jawaharlal Nehru University	Central University	965	16	4956	4956
3	University of Delhi	Central University	630	17	1854	1922
6	Panjab University	State University	1386	15	3571	5869
7	Kadi Sarva Vishwavidyalay	Private University	75	2	1350	1350
8	All India Institute of Medical Sciences	Institute of National Importance	2049		1813	1813
9	Kirorimal College, DU	Affiliated College	NA	1	170	165
10	University College of Medical Sciences, DU	Affiliated College	NA	3	826	NA
11	Chanchalben Mafatlal Patel College of Nursing, Ahemadabad	Affiliated College	11	2	375	255
12	Lallubhai Motilal College of Pharmacy, Ahemadabad	Affiliated College	General Pool	2	Shared with other Institutions	
13	Government Girls Polytechnics, Ahemadabad	Polytechnics	General Pool	2	177	101
14	Government Boys Polytechnics, Ahemadabad	Polytechnics	General Pool	2	144	130
15	VPMP Polytechnic, Ahemadabad	Polytechnics	13	5	1450	221
16	Shanti Business School, Ahemadabad	PGDM Institute	0	2	53	53
17	St. Kabir Institute of Professional Studies, Ahemadabad	PGDM Institute	0	0	-	-
18	M.M.Singhi Institute of Nursing, Ahemadabad	Nursing	0	1	200	116
19	District Institute of Education & Training (Rural), Ahemadabad	Teacher Training Institutes	General Pool	1	102	54
20	District Institute of Education & Training (Urban), Ahemadabad	Teacher Training Institutes	General Pool	1	100	84

For other Institutions information not available

Table 3: Number of Teaching Staff in the Institution

Sl No.	Name of Institution	General		SC		ST		OBC		Total		Grand Total
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
1	Banaras Hindu University	1112	275	67	15	18	3	0	0	1197	293	1490
2	Jawaharlal Nehru University[2]	439		30		14		2		485		485
3	University of Delhi	456	301	34	15	11	5	8	2	509	323	832
4	Panjab University	83	111	5	1	6	6			94	118	212
5	Kadi Sarva Vishwavidyalay	72	99	0	4	0	0	4	9	76	112	188
6	All India Institute of Medical Sciences[3]											435
7	Kirorimal College, DU	64	66	13	2	1	2	4	1	82	71	153
8	Mahila Mahavidyalaya, BHU	9	92	1	4					10	96	106
9	Chanchalben Mafatlal Patel College of Nursing, Ahemadabad	2	16	1	3	0	0	0	4	3	23	26
10	Lallubhai Motilal College of Pharmacy, Ahemadabad	14	6	5		6		6	4	31	10	41
11	Government Girls Polytechnics, Ahemadabad	15	45	2	0	0	0	0	0	17	45	62
12	Government Boys Polytechnics, Ahemadabad	48	31	8	2	2	0	9	2	67	35	102
13	VPMP Polytechnic, Ahemadabad	65	26					11	6	76	32	108
14	Shanti Business School, Ahemadabad[4]	4	3							4	3	7
15	St. Kabir Institute of Professional Studies, Ahemadabad[4]	8	3							8	3	11
16	M.M.Singhi Institute of Nursing, Ahemadabad	0	18	0	4	0	0	0	0	0	22	22
17	District Institute of Education & Training (Rural), Ahemadabad	6	10	1	1	0	0	1	0	8	11	19
18	District Institute of Education & Training (Urban), Ahemadabad	6	7	2	0	0	0	2	0	10	7	17
19	Institute of Genomics & Integrative Biology, Delhi[4]	18	6							18	6	24

[2] Gender-wise information not available. Total in the both gender is shown against male.
[3] Category-wise and Gender-wise information not available.
[4] Category-wise information not available.

Table 4: Category-wise Enrolment in the Institution

Sl No.	Name of Institution	General		SC		ST		OBC		Total		Grand Total	Foreign Students	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		Male	Female
1	Banaras Hindu University	9232	4070	2002	649	650	253	2450	1007	14334	5979	20313	332	133
2	Jawaharlal Nehru University[4]									3724	2941	6665	136	131
3	Panjab University	16100	11032	1638	1155	342	244	548	257	18628	12688	31316	96	89
4	Kadi Sarva Vishwavidyalay	2963	2418	304	194	64	96	1002	538	4333	3246	7579	0	0
5	All India Institute of Medical Sciences (for 2007)[2]	472		25		8				505		505		
6	Mahila Mahavidyalaya, BHU	0	965	0	198	0	82	0	354	0	1599	1599	0	21
7	Chanchalben Mafatlal Patel College of Nursing, Ahemadabad	9	105	2	19	2	15	4	40	17	179	196	0	0
8	Lallubhai Motilal College of Pharmacy, Ahemadabad	152	149	29	14	59	25	97	62	337	250	587	0	0
9	Government Girls Polytechnics, Ahemadabad	0	1076	0	111	0	179	0	399	0	1765	1765	0	0
10	VPMP Polytechnic, Ahemadabad	1114	292	116	19	9	3	467	96	1706	410	2116	0	0
11	Shanti Business School, Ahemadabad	53	24	1	0	0	0	2	0	56	24	80	0	0
12	St. Kabir Institute of Professional Studies, Ahemadabad	72	51	0	0	0	0	4	0	76	51	127	0	0
13	M.M.Singhi Institute of Nursing, Ahemadabad	4	119	0	8	0	9	0	15	4	151	155	0	0
14	District Institute of Education & Training (Rural), Ahemadabad	0	28	0	15	0	14	0	33	0	90	90	0	0
15	District Institute of Education & Training (Urban), Ahemadabad	19	0	15	0	17	0	40	0	91	0	91	0	0
16	Institute of Genomics & Integrative Biology, Delhi	68	57	13	1	0	0	10	4	91	62	153	0	0

Table 4a: Level-wise Enrolment in the Institution

Sl No.	Name of Institution	Ph.D		M.Phil		Post Graduate		Under Graduate		PG Diploma	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
1	Banaras Hindu University	529	231	10	10	4196	2061	8264	2958	1061	545
2	Jawaharlal Nehru University	2161	1703			874	953	568	249	20	2
3	University of Delhi	1698	1968	226	280	2815	2548	66379	52837	160	106
4	Panjab University	189	277	76	94	4393	5702	13447	6142	227	296
5	Kadi Sarva Vishwavidyalay	214	92	84	64	950	674	3004	2338	71	74
6	All India Institute of Medical Sciences[2]	111				36		358			
7	Mahila Mahavidyalaya, BHU					0	129	0	1429	0	41
8	Chanchalben Mafatlal Patel College of Nursing, Ahemadabad							17	179		
9	Lallubhai Motilal College of Pharmacy, Ahemadabad					24	16	38	25		
10	Government Girls Polytechnics, Ahemadabad										
11	Government Boys Polytechnics, Ahemadabad										
12	VPMP Polytechnic, Ahemadabad										
13	Shanti Business School, Ahemadabad									56	24
14	St. Kabir Institute of Professional Studies, Ahemadabad									76	51
15	M.M.Singhi Institute of Nursing, Ahemadabad										
16	District Institute of Education & Training (Rural), Ahemadabad										
17	District Institute of Education & Training (Urban), Ahemadabad										
18	Institute of Genomics & Integrative Biology, Delhi	91	62								

Table 4a: Level-wise Enrolment in the Institution (Continued)

Sl No.	Name of Institution	Integrated		Diploma		Certificate		Total		Grand Total
		Male	Female	Male	Female	Male	Female	Male	Female	
1	Banaras Hindu University					178	51	14238	5856	20094
2	Jawaharlal Nehru University			3	2	98	32	3724	2941	6665
3	University of Delhi			468	238	1116	289	72862	58266	131128
4	Panjab University			64	54	232	123	18628	12688	31316
5	Kadi Sarva Vishwavidyalay	10	4					4333	3246	7579
6	All India Institute of Medical Sciences[2]							505		505
7	Mahila Mahavidyalaya, BHU							0	1599	1599
8	Chanchalben Mafatlal Patel College of Nursing, Ahemadabad							17	179	196
9	Lallubhai Motilal College of Pharmacy, Ahemadabad			38	46			100	87	187
10	Government Girls Polytechnics, Ahemadabad			0	1765			0	1765	1765
11	Government Boys Polytechnics, Ahemadabad			601	82			601	82	683
12	VPMP Polytechnic, Ahemadabad			1706	410			1706	410	2116
13	Shanti Business School, Ahemadabad							56	24	80
14	St. Kabir Institute of Professional Studies, Ahemadabad							76	51	127
15	M.M.Singhi Institute of Nursing, Ahemadabad			4	151			4	151	155
16	District Institute of Education & Training (Rural), Ahemadabad					0	90	0	90	90
17	District Institute of Education & Training (Urban), Ahemadabad					91	0	91	0	91
18	Institute of Genomics & Integrative Biology, Delhi							91	62	153

Table 4b: Enrolment in Distance Education Mode in the Institution

Sl No.	Name of Institution	Post Graduate		Under Graduate		PG Diploma		Diploma		Certificate		Total		Grand Total
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
1	University of Delhi	291	747	62442	51274							62733	52021	114754
2	Panjab University	2511	2937	8669	2852	194	247	21	3	3	8	11398	6047	17445

Table 5: Out-turn in the Institution

SI No.	Name of Institution	Ph.D		M.Phil		Post Graduate		Under Graduate		PG Diploma	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
1	Banaras Hindu University	229	144			1754	929	2813	1878	107	81
2	Jawaharlal Nehru University[2]	696				641		1408		103	
3	University of Delhi					1511	2983	21941	31585	120	145
4	Kadi Sarva Vishwavidyalay	0	0	62	49	296	194	644	617	61	78
5	All India Institute of Medical Sciences[2]	88				25		146			
6	Chanchalben Mafatlal Patel College of Nursing, Ahemadabad										
7	Lallubhai Motilal College of Pharmacy, Ahemadabad					49	29	185	77		
8	Government Boys Polytechnics, Ahemadabad										
9	VPMP Polytechnic, Ahemadabad										
10	Shanti Business School, Ahemadabad										
11	St. Kabir Institute of Professional Studies, Ahemadabad									33	25
12	M.M.Singhi Institute of Nursing, Ahemadabad										
13	District Institute of Education & Training (Rural), Ahemadabad										
14	District Institute of Education & Training (Urban), Ahemadabad										
15	Institute of Genomics & Integrative Biology, Delhi	91	62								

Table 5: Out-turn in the Institution (Continued)

Sl No.	Name of Institution	Diploma		Certificate		Total		Grand Total
		Male	**Female**	**Male**	**Female**	**Male**	**Female**	
1	Banaras Hindu University	183	72	40	13	5126	3117	8243
2	Jawaharlal Nehru University					2848		2848
3	University of Delhi	292	383	335	569	24199	35665	59864
4	Kadi Sarva Vishwavidyalay					1063	938	2001
5	All India Institute of Medical Sciences					259		259
6	Chanchalben Mafatlal Patel College of Nursing, Ahemadabad[5]					0	0	0
7	Lallubhai Motilal College of Pharmacy, Ahemadabad	63	38			297	144	441
8	Government Boys Polytechnics, Ahemadabad	256	56			256	56	312
9	VPMP Polytechnic, Ahemadabad	382	74			382	74	456
10	Shanti Business School, Ahemadabad[5]					0	0	0
11	St. Kabir Institute of Professional Studies, Ahemadabad					33	25	58
12	M.M.Singhi Institute of Nursing, Ahemadabad	0	42			0	42	42
13	District Institute of Education & Training (Rural), Ahemadabad			0	40	0	40	40
14	District Institute of Education & Training (Urban), Ahemadabad			47	0	47	0	47
15	Institute of Genomics & Integrative Biology, Delhi					91	62	153

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[5] First batch of students admitted in the Institution has not yet passed out.

Table 6: Receipts and Expenditure in the Institution – 2009-10

(in Rs. Lakh)

Sl No.	Name of Institution	Receipt (in Rs. Lakh)				Expenditure (in Rs. Lakh)			
		Grants	Fees	Other	Total	Salary & allowances	Scholarship	Others	Total
1	Banaras Hindu University	48049.77	315.88	1029.93	49395.58	51182.5	202.67	3592.00	54977.17
2	Jawaharlal Nehru University	20908.01	180.09	823.62	21911.72	16742.27	942.30	7624.27	25308.84
3	University of Delhi	27731.01	4844.90	1245.29	33821.20	23103.64	720.02	10650.17	34473.83
4	Panjab University	6519.67	5638.92	4797.81	16956.40	15779.36	22.89	3675.76	19478.01
5	Kadi Sarva Vishwavidyalay	0	322.08	227.85	549.93	105.96	0	452.86	558.82
6	Indian Institute of Technology, Delhi	25780.00	1613.41	67277.83	94671.24	Not available			91741.25
7	University College of Medical Sciences, DU	6596.15	137.82	85.99	6819.96	5723.25	0	1006.40	6729.65
8	Chanchalben Mafatlal Patel College of Nursing, Ahemadabad	26.07	58.70	0.48	85.25	39.71	0	49.27	88.98
9	Lallubhai Motilal College of Pharmacy, Ahemadabad[6]	197.01	12.50	30.15	239.66	164.68	0	91.98	256.66
10	VPMP Polytechnic, Ahemadabad	0	497.86	19.33	517.19	299.17	0	195.17	494.34
11	Shanti Business School, Ahemadabad	0	210.55	806.44	1016.99	102.49	0	1057.93	1160.42
12	St. Kabir Institute of Professional Studies, Ahemadabad	0	217.26	0	217.25	64.44	0	182.80	247.24
13	District Institute of Education & Training (Urban), Ahemadabad	144.18	3.63	0.46	148.27	107.69	0	36.90	144.58
14	Institute of Genomics & Integrative Biology, Delhi	9011.81	0	212.59	9224.4	1216.26	0	7260.25	8476.51

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[6] For 2007-08

Table 7: Pupil Teacher Ratio in the Institution

Sl No.	Name of Institution	Pupil Teacher Ratio
1	Banaras Hindu University	13.5
2	Jawaharlal Nehru University	13.7
3	University of Delhi[7]	157.6
4	Panjab University[7]	147.7
5	Kadi Sarva Vishwavidyalay	40.3
6	All India Institute of Medical Sciences	1.2
7	Mahila Mahavidyalaya, BHU	15.1
8	Chanchalben Mafatlal Patel College of Nursing, Ahemadabad	7.5
9	Lallubhai Motilal College of Pharmacy, Ahemadabad	4.6
10	Government Girls Polytechnics, Ahemadabad	28.5
11	Government Boys Polytechnics, Ahemadabad	6.7
12	VPMP Polytechnic, Ahemadabad	19.6
13	Shanti Business School, Ahemadabad	11.4
14	St. Kabir Institute of Professional Studies, Ahemadabad	11.5
15	M.M.Singhi Institute of Nursing, Ahemadabad	7.0
16	District Institute of Education & Training (Rural), Ahemadabad	4.7
17	District Institute of Education & Training (Urban), Ahemadabad	5.4
18	Institute of Genomics & Integrative Biology, Delhi	6.4

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[7] The ratio is high due to large number of students enrolled through distance education mode in these two Institutions.

CHAPTER - 5

OBSERVED PROBLEMS FACED IN COLLECTION OF DATA AND SUGGESTIONS FOR RESOLVING THE PROBLEMS

5.1 Observations on various blocks of the filled-in DCF based on Pilot survey are given in the **Table 8.**

Table 8: Observed Problems faced in collection of data and suggestions for resolving them

Block & DCF	Block Description	Observations	Suggestions/Remarks
Block A-DCF I, II &III	Basic information of Sample Institution	Total area of the Institute is maintained in acre and not in hectare.	Information may be collected in acre and a provision may be made in the software to convert it into hectare automatically.
		Total constructed area of the Institution is generally not available.	This item may be made optional.
		Some of the colleges are located within the campus of the University. In such cases how to record area of the college & university	The area of the University includes all the institutions located within its premises. This fact should be made clear and it may be taken care by explaining the above fact while generating report.
		In some Institutions, there is no provision of staff quarter but the employees/ staff are eligible for allotment of General Pool quarter for several Institutions.	Number of only those quarters, in which the staff of the Institution is actually staying, may be entered.
		No problem in getting the data on rest of the items of this block	
Block B-DCF I	Details of the Institutions attached with the University	No problem in getting the intended data. University is very clear in identifying the type such as Constituent College, Affiliating College, Recognised Institution, PG Centre etc.	

Block & DCF	Block Description	Observations	Suggestions/Remarks
Block C-DCF I, and Block B-DCF II &III	Faculties, Departments and courses being run	No problem in listing the list of Courses. Presently, the Course is generally referred as Programme.	We may refer the Course as Course/ Programme and also Faculty as Faculty/ School and Department as Department/Centre.
		Course list also contains those courses, which are run only in the colleges and not in any Departments of the University	Such provision may be kept in the DCF.
		Intake and number of applicants in each course is not available in the DCF.	Such provisions may be kept in the DCF, although there is centralised admission system at several places.
		There is a variation in the nomenclature of the Faculty and Department in the Universities	Since there is no uniformity in the name of various Faculties and Departments, it would not be possible to generate all India Tables on this parameter. Even if we generate all India Table, it will give a wrong picture and misleading information. It is therefore suggested to generate Faculty and Department-wise Tables at Institution level only and not at all India level.
		Name of various Faculties and Departments also varies significantly between one University to Other.	
		Single Department may run courses in different disciplines e.g. Botany Department of BHU runs four courses namely M.Sc. Botany, M.Sc. Applied Microbiology, M.Sc. Environmental Science & Technology and M.Sc. Environmental Science. In such case it would not be possible to identify the subject from the name of the Department. Similar is the problem with the Centres and Departments running inter-disciplinary courses.	One more column may be added for recording broad discipline group. All the discipline/subjects of study may be grouped in one or other broad discipline group. All India tables may be generated on this aspect. A list comprising broad discipline group is given in the Instructions Manual.

Block & DCF	Block Description	Observations	Suggestions/Remarks
Block D-DCF I, and Block C-DCF II &III	Teaching & Non-Teaching Staff	Caste category-wise data of the Persons with Disability is generally not maintained. Most of the Institutes even do not maintain data pertaining to students/staff belonging to Minority group. Private Institutions expressed their inability to provide PWD, Minority and even Caste category-wise data. In some of the Institution, the students' application form does not even have the provision of multiple selections of choices in the category type at the time of filling-up the form.	We may collect this information but make it optional in the DCF. However, if the institution does not give this information, it has to record the reason, for which a remark column has been added in the final DCF.
Block E-DCF I, and Block D-DCF II &III	Student Enrolment		
Block F-DCF I, and Block E-DCF II &III	Examination Result	No problem in getting the intended data.	All the universities maintain college-wise results also. It is, therefore, suggested that college-wise information on examination result may also be collected.
Block G-DCF I, and Block F-DCF II &III	Financial Information	Detailed information is not available	The block may be revised and squeezed.
Block H-DCF I, and Block G-DCF II &III	Infrastructure	No problem in getting the intended data. No additional item is required	

5.2 TIME TAKEN TO FILL THE DCF

Approximate number of days required to fill the DCF is as under:

Type	Estimated Time
Universities (Large)- having many University Teaching Departments like BHU, DU	10 days
Other small Universities like IIT, IP	5 days
Colleges	3 days
Stand-alone Institutions	2 days

In order to get a better response from the institutions it would be helpful if the following suggestions are considered before launching the main survey:

- Advertisement may be published through Press Information Bureau in various newspapers highlighting the purpose of the survey and the benefit.

- Various apex level bodies like UGC, Association of Indian Universities (AIU), AICTE, Indian Nursing Council, Medical Council of India, National Council of Teacher Education etc. may be addressed suitably for extending their cooperation and support in getting the data from the institutions under their control.

CHAPTER - 6

COMPILATION OF CORE LIST OF INSTITUTIONS

The compilation of the core list of Institutions of higher learning is a complex task because of numerous players in the field is not easily identifiable. Listing of institutions is one of the major Components of the survey as there is no exhaustive list of all the Institutions of higher learning in the country available as on date. To prepare the list one prerequisite is to identify the sources from where the exhaustive and mutually exclusive list can be prepared. During pilot, an effort was made to contact District Magistrate (DM) keeping in view that it may be a source of list of all the institutions of higher learning in a particular district. For this purpose meetings were held with the District Magistrates of Anand & Ahemadabad Districts of Gujarat. It was found that DM office doesn't maintain such list. However, they keep some list for the purpose of convenience in conducting elections and other related issues. Such list are prepared whenever need arises. The list so generated is not complete in all respect and therefore is not useful for preparation of list for the survey.

Simultaneously, websites of various Institutes and Statutory Bodies were surfed for getting the list and following sources have been identified for preparation of list:

Type	Source	Remarks
University/ University Level Institution	University Grants Commission (UGC)	There are some Degree granting Institutes outside the purview of UGC. A letter has been written to all Central Ministries for providing list of such Institutions.
Colleges	University	Such list will be generated through DCF-I
Stand-alone Institution		
Polytechnics	AICTE	Tentative List has been prepared from the websites of Directorate of Technical Education of respective State Governments, National Council for Teacher Education, Indian Nursing Council. Letters have been written to respective councils for providing the updated list.
PGDM Institutes approved by AICTE	AICTE	
Nursing Institutes running GNM Course	Indian Nursing Council (INC)	
Teacher Training Institutes running Diploma Courses	National Council of Teacher Education (NCTE)	
Charted Accountancy	Institute of Charted Accountants of India (ICAI)	This is to be prepared during the course of main survey by personally contacting the senior officials of the Head Quarter of these Institutions.
Company Secretary	Institute of Company Secretaries of India (ICSI)	
Actuarial Science	Institute of Actuaries of India (IAI)	
DOEACC Centers	DOEACC Society	

It may be worth mentioning that several types of problems have been encountered in the compilation of core list, some of which are mentioned below:

➢ List of Teacher Training Institutes was prepared from the information available on NCTE website. The complete list is not available at one place and list has to be downloaded separately for each State. List is combined for all courses i.e. B.Ed., D.Ed, TTC etc. Since B.Ed, M.Ed courses comes under the purview of university system, only those institutions which are running diploma level course were identified so that stand-alone institutions are identified.   List available at the website is in PDF format and most of the files are even restricted for editing and printing. Therefore typing the list seeing it on the computer screen consisting of about 3000 pages became a mammoth Task.

➢ Similarly, list of Polytechnics is not available at one place. Web sites of each State Technical Education Departments were searched and list was downloaded and typed in excel format. Also the list available on the websites is not uniform across States. There are around 2500 Polytechnics as per list so collected.

➢ University list provided by UGC is in DBF format which has to be converted into excel format and corrections has to be done in the name of each University manually by visiting the website of each University. There are around 550 Universities in the country.

CHAPTER - 7

PROPOSAL OF PLAN FOR MAIN SURVEY

It is proposed that University may be divided into two groups for the purpose of undertaking field work and co-ordination of main survey. One Group would be those Universities, which affiliate Colleges and other Group will be consisting of those Universities which do not affiliate colleges. Each University of the First Group may be the Nodal agency to undertake the work of these Universities and Colleges. UGC may be given the task to co-ordinate with these Universities. The remaining Universities will undertake the survey work of its own departments and a nodal officer may be appointed to co-ordinate the work. For other standalone Institutions Nodal Officers may be declared at State level in each state and help of National Sample Survey Office (NSSO) may also be taken.

7.1 MAN-POWER REQUIREMENT

Man-power requirement may be calculated as follows:

1. It is assumed that the survey is to be completed in two months duration. So, there would be approximately 42 working days to complete the work.
2. During the period of Survey one man would complete the data collection and data entry of 14 colleges assuming that 3 days would be required to fill DCF for one College.
3. Approximately 10 days would be required to fill DCF for one University.
4. There are 218 Universities, which affiliates 31491 Colleges. Thus 2301 people should be hired through 218 Universities to complete the field work in two months.
5. For the remaining 345 Universities, approximately 5 days would be required to fill DCF for one University.
6. Approximately 2 days would be required to fill DCF for one Stand alone Institution.
7. Thus 500 people should be hired through 27 Nodal Officers (already declared) for Higher/Technical Education in the State Departments and NSSO (specially for North-Eastern States) to complete the field work in two months. NSSO regional offices can either depute their staff or hire people from University or from the pool of retired NSSO officials. MHRD may be given the task to co-ordinate with the States and NSSO.

7.2 GROUPING OF STATES

For the purpose of organising the training and supervision of the field work, the States may be grouped into at least Ten Groups. The grouping has been done keeping in mind the Geographical contiguity and the number of available Institutions within the state. For each group of states, a supervisor may be recruited to supervise and monitor the field work in the states within the group. In addition, at central level a team may be constituted by the Task force for overall guidance and facilitating the Main Survey.

The grouping of States with manpower requirement is given below:

Group	State	Number of affiliating Universities	Number of colleges	Manpower required	Number of Remaining Universities	Number of Stand alone Institutions	Manpower required
1	Andhra Pradesh	15	3977	288	29	874	45
2	Maharashtra	17	4343	314	26	1735	86
	Daman & Diu	0	0	0	0	5	1
	Dadra & Nagar Haveli	0	0	0	0	2	1
3	Tamil Nadu	26	2266	168	31	1744	87
	Puducherry	1	80	6	1	74	4
	A&N Island	0	0	0	0	3	1
4	Uttar Pradesh	19	3719	270	32	747	39
	Uttarakhand	6	354	27	10	72	5
5	Madhya Pradesh	11	2116	154	12	537	27
	Chhattisgarh	7	612	45	8	68	4
6	Delhi	4	276	21	20	88	7
	Rajasthan	13	2230	162	28	486	26
	Gujarat	14	1674	123	17	531	27
7	Haryana	3	838	61	16	355	19
	Punjab	5	777	57	10	363	18
	Himachal Pradesh	4	317	24	10	84	5
	Jammu & Kashmir	4	316	24	6	19	2
	Chandigarh	1	182	13	2	6	1
8	Karnataka	15	2891	210	21	1979	97
	Goa	1	82	6	0	12	1
	Kerala	7	962	70	6	522	26
	Lakshadweep	0	0	0	0	0	1
9	West Bengal	10	804	60	14	132	8
	Sikkim	1	4	1	4	4	1
	Jharkhand	4	192	15	7	64	4
	Bihar	10	665	50	10	64	4
	Odisha	9	1062	78	9	216	11
10	Arunachal Pradesh	1	15	1	1	10	1
	Assam	4	474	35	5	52	3
	Manipur	1	75	6	1	17	1
	Meghalaya	1	68	5	5	20	2
	Mizoram	2	36	3	0	12	1
	Nagaland	1	52	4	2	4	1
	Tripura	1	32	3	2	5	1
	Total	**218**	**31491**	**2301**	**345**	**10906**	**567**

7.3 PROPOSED MODE OF DATA COLLECTION DURING MAIN SURVEY

Keeping in view the diversity in the types of institutions and facilities available thereon following 3 modes may be used for data collection

- ◦ Online (direct uploading on the server)
- ◦ Offline (Form to be downloaded, filled and then upload on main server)
- ◦ Hard copy (Information may be collected in hard copy and then data may be entered)

Large number of enumerators has to be hired for conduct of survey simultaneously all over India to facilitate compilation and data-entry from each institution.

No .F. 2-5/2010-Stat.
Government of Indi
Ministry of Human Resource Development
Department of Higher Education
Statistics Division

...

Shastri Bhavan, New Delhi
Dated the 12th August, 2010

Subject: Constitution of a Task Force for All India Survey on Higher Education.

Whereas, the Government has initiated a number of measures for reforming higher education and effective steps required to carry through such reforms are critically dependent on availability of information on various aspects of the status of higher education in the country;

2.   And further whereas, planning for growth and development as well as consultation thereof, essentially for enabling the country to achieve targeted Gross Enrolment Ratio of 30% in the eligible age group shall have to be based on a robust data base;

3.   And whereas the building blocks of a sound data base of higher education would require an All India Survey involving higher educational institutions including universities, research bodies, statutory councils for higher education, state governments and academics, among others;

4.   It has, therefore, been decided with the approval of the competent authority to constitute a Task Force to facilitate an All India Survey on Higher Education with the following terms of reference:-
   1. To explore the mechanism of conducting All India Survey on higher education.
   2. To identify the implementation agency to conduct the survey.
   3. To prepare the modalities to conduct the survey which include method of survey, implementation plan (road-map), data capture format (DCF), software development, tabulation plan, the plan for analytical report and budget etc.
   4. To monitor the implementation of the survey till its completion.
   5. To publish the result of the survey through analytical table etc.
   6. To give recommendations on any other relevant and incidental matter.

The composition of the said Task Force shall be as under:

1.	Additional Secretary (HE), Department of Higher Education, MHRD	Chairman
2.	Deputy Director General (Statistics), Department of Higher Education, MHRD	Member Secretary
3.	Secretary, UGC	Member
4.	Member Secretary, AICTE	Member
5.	Secretary, Medical Council of India	Member
6.	Joint Secretary, Department of Agriculture Education & Research, Ministry of Agriculture	Member
7.	Deputy Director General, National Statistical Commission	Member
8.	Vice-Chancellor, NUEPA	Member
9.	Principal Secretary (Higher & Technical Education), Government of Delhi	Member
10.	Registrar, University of Delhi	Member
11.	Registrar, Guru Govind Singh Indraprastha University, Delhi	Member
12.	Registrar, IGNOU, Delhi	Member
13.	Deputy Director General, NIC	Member

3.   The Task Force shall have powers to co-opt additional members/special invitees as and when such need arises.

4.   The expenditure on TA/DA to official members in connection with the meetings of the Task Force will be borne by the parent departments/organizations to which the member belongs. Non-official members (if co-opted) will be entitled to TA/DA (including air freight) as admissible to group 'A' officers of the Government of India and this expenditure will be borne by MHRD, New Delhi.

5.   Secretarial assistance to the Task Force will be provided by the Statistics Division of MHRD, New Delhi.

6.   The Task Force shall submit its preliminary recommendations to the Ministry to operationalize the survey within 2 months from the date of issue of this Notification.

(Vijay P. Goel)
Deputy Director General

Copy to:

1) All members of the Task Force of All India Survey on Higher Education
2) PS to HRM
3) PSO to Secretary, Department of Higher Education
4) PPS to Secretary, Department of School Education & Literacy
5) PPS to Secretary, Ministry of Statistics and Programme Implementation
6) PPS to Addl. Secretary, (TE), Department of Higher Education
7) PPS to Addl. Secretary, (HE), Department of Higher Education
8) Director General, National Statistical Commission, Sardar Patel Bhawan, New Delhi
9) Copy to all Bureau Heads in the Ministry of Human Resource Development

(Vijay P. Goel)
Deputy Director General

F. No. 2-5/2010- stat.
Government of India
Ministry of Human Resource Development
Department of Higher Education
Statistics Division

......

New Delhi, Shastri Bhawan
23rd September, 2010

ADDENDUM

Sub: Constitution of a Task Force for All India Survey on Higher Education.

The Ministry of Human Resource Development, Department of Higher Education has constituted a Task force for conducting All India Survey on Higher Education under the Chairmanship of Additional Secretary (HE) vide Notification of even number dated the 12th August, 2010, a copy of which is enclosed. The Purpose, Terms and Reference, payments of TA/DA, etc. are given in the said Notification.

2   The first meeting of the Task Force was held on 8.9.2010 under the Chairmanship of Additional Secretary, (HE). The Task Force with the approval of Chairman co-opted following additional members:

i)   Principal Secretary (Higher Education) or his/her representative, Government of Gujarat
ii)   Principal Secretary (Higher Education) or his/her Representative, Government of Tamil Nadu.
iii)   Principal Secretary (Higher Education) or his/her Representative, Government of Assam.
iv)   Secretary, Andhra Pradesh State Council of Higher Education.
v)   Registrar, University of Mumbai.
vi)   Deputy Director General (Social Statistics Division), CSO.
vii)   Director, Distance Education Council.

3   The other Terms & Conditions of the Task Force will remain unchanged.

(Vijay P. Goel)
Deputy Director General

Copy to:

1. All members of the Task Force.
2. PS t0 HRM.
3. PSO to Secretary, Department of Higher Education.
4. PPS to Secretary, Department of SE&L.
5. PPS to Secretary, MOSPI.
6. PPS to Additional Secretary (TE), Department of Higher Education.
7. PPS to Additional Secretary (HE), Department of Higher Education.
8. Director General, National Statistical Commission, Sardar Patel Bhawan, New Delhi.
9. All Bureau Heads in the Ministry of Human Resource Development

Also copy to:

10. Principal Secretary (Higher Education) Government of Gujarat
11. Principal Secretary (Higher Education) Government of Tamil Nadu.
12. Principal Secretary (Higher Education), Government of Assam.
13. Secretary, Andhra Pradesh State Council of Higher Education
14. Registrar, University of Mumbai.
15. Deputy Director General (Social Statistics Division), CSO.
16. Director, Distance Education Council.

(Vijay P. Goel)
Deputy Director General
Tele: 011-23381484
Fax. 011-23384191

F. No. 2-5/2010- stat.
Government of India
Ministry of Human Resource Development
Department of Higher Education
Statistics Division

......

New Delhi, Shastri Bhawan
23rd September, 2010

ADDENDUM

Sub: Constitution of a Task Force for All India Survey on Higher Education.

The first meeting of the Task Force constituted for conducting All India Education Survey was held on 8.9.2010 under the Chairmanship of Additional Secretary, (HE). The Task Force with the approval of Chairman took following decision.

"ADG (ICAR) will be a member of Task force in place of Joint Secretary (DARE)".

2.   The other Terms & Conditions of the Task Force will remain unchanged.

(Ruchika Gupta)
Deputy Director
Tele: 23385935

Copy to:

1. All members of the Task Force.
2. PS t0 HRM.
3. PSO to Secretary, Department of Higher Education.
4. PPS to Secretary, Department of SE&L.
5. PPS to Secretary, MOSPI.
6. ADG (ICAR).
7. Joint Secretary (DARE).

8. PPS to Additional Secretary (TE), Department of Higher Education.
9. PPS to Additional Secretary (HE), Department of Higher Education.
10. Director General, National Statistical Commission, Sardar Patel Bhawan, New Delhi.
11. All Bureau Heads in the Ministry of Human Resource Development

Also copy to:

12. Principal Secretary (Higher Education), Government of Gujarat
13. Principal Secretary (Higher Education), Government of Tamil Nadu.
14. Principal Secretary (Higher Education), Government of Assam.
15. Secretary, Andhra Pradesh State Council of Higher Education
16. Registrar, University of Mumbai.
17. Deputy Director General (Social Statistics Division), CSO.
18. Director, Distance Education Council.

(Ruchika Gupta)
Deputy Director
Tele: 011-23385935

ALL INDIA SURVEY ON HIGHER EDUCATION

DATA CAPTURE FORMAT - I
UNIVERSITY/UNIVERSITY LEVEL INSTITUTIONS

YEAR: 2010-11

(AS ON 30TH SEPTEMBER, 2010)

सत्यमेव जयते

Ministry of Human Resource Development

Department of Higher Education

New Delhi

BLOCK 1A: BASIC INFORMATION

1. **Name of the University/University Level Institution.**_____

2. **(i) Postal Address:**   ……………………………………………………………………
    (ii) State: ……………………………………………………………………
    (iii) District: ……………………………………………………………………
    (iv) Website: ……………………………………………………………………
    (v) Total Area: ………………… **[In Acre]**
    (vi) Total Constructed area: …………………. [In sq m]

3. **(i) Year of Establishment** [   ]   **(ii) Year when declared University** [   ]

4. **Nodal Officer Detail**
    (i) Name   : …………………………
    (ii) Designation   : …………………………
    (iii) Contact No   : …………………………
    (iv) E-mail id   : ………………………….

5. **Location of the University/ University Level Institution** [Rural = 1/Urban=2]: [   ]

    [   ]   [   ]   ← Specify the type in case of others

6. **Type of University/ University Level Institution:**

    Central University (01) / State Public University (02) / State Private University (03) / Deemed University- Government (04) /Deemed University- Government Aided (05) / Deemed University-Private (06) / Institute of National Importance (07) / Institute under State Legislature Act (08) / Central Open University (09) / State Open University (10) / State Private Open University (11)/ Others - 19 (Please Specify)

7. **(i) Is it a Specialized University [Yes - 1/No - 2]:** [   ]

    (ii) If Yes, then select any one:
    Agriculture – 1 / Medical - 2/ Law - 3/ Technical - 4/ Veterinary - 5/ Others - 9 (Please Specify) [   ]

8. Whether the University is constituted from colleges [Yes - 1/No - 2]: ☐

    (All its Faculties & Departments are located in colleges only)

9. Whether the University / University Level Institution is exclusively meant for girls [Yes - 1/No - 2]: ☐

10. (i) Staff Quarter Available [Yes - 1/No - 2]: ☐

    (ii) If yes,

Category	Number
Teaching Staff	
Non-Teaching Staff	
Total	

11. (i) Does the University/ University Level Institute has Student Hostel [Yes - 1/No - 2]: ☐

    (ii) If Yes, Number of Hostel ☐

Hostel Type	Name of Hostel	Intake Capacity	No. of Students residing
Boys Hostel			
Girls Hostel			
Other Hostels			

BLOCK 1B: DETAILS OF THE INSTITUTIONS ATTACHED WITH THE UNIVERSITY / UNIVERSITY LEVEL INSTITUTIONS

1. (i) Whether the University has Affiliating colleges: *[Yes = 1 / No = 2]*

(ii) If Yes, Number of Affiliated Colleges of the University

Sl. No.	Name of the Affiliated College	State	District

2. (i) Whether the University has Constituent/University colleges: *[Yes = 1 / No = 2]*

(ii) If Yes, Number of Constituent/University Colleges of the University

Sl. No.	Name of the Constituent/University College	State	District

3. (i) Whether the University has any other Recognized Institutions for the purpose of Awarding Degrees: *[Yes = 1 / No = 2]*

(ii) If Yes, Number of Recognized Institutions of the University

Sl. No.	Name of such Recognized Institution	State	District

4. (i) Whether the University has PG Centre/ Off-Campus Centre: *[Yes = 1 / No = 2]*

(ii) If Yes, Number of PG Centre/ Off-Campus Centre of the University

Sl. No.	Name of the PG Centre/ Off-Campus Centre	State	District

5. (i) Whether the University offers Programme through Distance Education Mode: *[Yes = 1 / No = 2]*

(ii) If Yes, Number of Regional Centers of the University

Sl. No.	Name of the Regional Center	No. of Study Centres	State	District

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

1. **List of Faculty/School & Departments/Centres**

Faculty/School: **Name** [   ]   **Code** [   ]

Sl. no.	Name of the Department/Centre	Code
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		

2. **Programme Details [**_All programmes in which students are enrolled in the University or its colleges are to be listed_**]**

(i) Mode: _[Regular = 1 / Distance = 2]_

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

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

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

Faculty/ School	Department/ Centre	Level (Ph.D-1 M.Phil-2 Post Graduate-3 Under Graduate-4 PG Diploma-5 Diploma-6 Certificate-7 Integrated - 8	Programme		Discipline		Broad Discipline Group Name & Code	Intake	Number of Applicants	Course Duration		Type (General -1 Self Financing-2 Both-3)	Examination System (Annual- Semester -2 Tri- Semester-3)
			Name	Code	Name	Code				Year	Month		
_(1)_	_(2)_	_(3)_	_(4)_	_(5)_	_(6)_	_(7)_	_(8)_	_(9)_	_(10)_	_(11)_	_(12)_	_(13)_	_(14)_

(ii) *Programmes run through Colleges/ Recognised Centres/ PG Centres/ Off-Campus Centres listed in Block 1B only

Faculty/ School	Department/ Centre	Level (Ph.D-1 M.Phil-2 Post Graduate-3 Under Graduate-4 PG Diploma-5 Diploma-6 Certificate-7 Integrated - 8	Programme		Discipline		Broad Discipline Group Name & Code	Intake	Number of Applicants	Course Duration		Type (General -1 Self Financing-2 Both-3)	Examination System (Annual- Semester -2 Tri- Semester-3)
			Name	Code	Name	Code				Year	Month		
_(1)_	_(2)_	_(3)_	_(4)_	_(5)_	_(6)_	_(7)_	_(8)_	_(9)_	_(10)_	_(11)_	_(12)_	_(13)_	_(14)_

* Not Applicable for Distance Mode

BLOCK 1D: STAFF INFORMATION

1. TEACHING STAFF

Faculty/School:　　Name [　　　　　　　　　　　　　　] Code [　　]

Department/Centre: Name [　　　　　　　　　　　　　] Code [　　]

(i)　　Total Number of Teachers

Designation (*Select all applicable designation and record in different rows*)[1]	Grade Pay	Sanctioned Strength	Total Number of Teachers in position											Remarks[3]
			Selection mode (Direct/ CAS)[2]	General Category		Scheduled Cast (SC)		Scheduled Tribe (ST)		Other Backward Classes (OBC)		Total		
				Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(10)*	*(11)*	*(12)*	*(13)*	*(14)*	*(15)*
Total														

1- Vice-Chancellor, Director, Pro- Vice-Chancellor , Principal, Professor & Equivalent, Associate Professor, Reader, Lecturer (Selection Grade), Assistant Professor, Lecturer (Senior Scale), Lecturer, Tutor, Demonstrator, Part-Time Teacher, Ad hoc Teacher, Temporary Teacher, Contract Teacher, Visiting Teacher

2- CAS (Career Advancement Scheme) is applicable for Associate Professor, Reader, Lecturer (Selection Grade), Assistant Professor and Lecturer (Senior Scale)

3- Category-wise data not maintained-1[if there is no entry in column (5) to (12)], OBC data not maintained-2 [if there is no entry in columns (11) & (12) only]

(ii)   Out of total, number of PWD (Persons with Disability) Teachers

Designation (*Select all applicable designation and record in different rows*) [1]	Number of post reserved for PWD	Number of PWD teachers in position										Remarks[3]
		General		SC		ST		OBC		Total		
		Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
(1)	(16)	(17)	(18)	(19)	(20)	(21)	(22)	(23)	(24)	(25)	(26)	(27)
Total												

3- Category-wise data not maintained-1[if there is no entry in column (16) to (23)], OBC data not maintained-2 [if there is no entry in columns (22) & (23) only]

(iii)   Out of total, number of Teachers Belonging to Religious Minority Community, if not maintained put 'X' in the box ☐

Designation (*Select all applicable designation and record in different rows*) [1]	Muslims										Other Minorities (Christians, Sikhs, Buddhists and Zorastrians (Parsis))									
	General		SC		ST		OBC		Total		General		SC		ST		OBC		Total	
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female
(1)	(28)	(29)	(30)	(31)	(32)	(33)	(34)	(35)	(36)	(37)	(38)	(39)	(40)	(41)	(42)	(43)	(44)	(45)	(46)	(47)
Total																				

2. NON-TEACHING STAFF (Excluding Library & Physical Education Staff) – 1, LIBRARY STAFF - 2, PHYSICAL EDUCATION STAF – 3

(i) Total

Designation	Sanctioned Strength	Total Number in position										Remarks[1]
		General Category		Scheduled Cast (SC)		Scheduled Tribe (ST)		Other Backward Classes (OBC)		Total		
		Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(10)*	*(11)*	*(12)*	*(13)*
Group-A												
Group-B												
Group-C												
Group-D												
Total												

1- Category-wise data not maintained-1[if there is no entry in column (3) to (10)], OBC data not maintained-2 [if there is no entry in columns (9) & (10) only]

(ii) Out of total, number of PWD (Persons with Disability)

Designation	Number of post reserved for PWD	Number of PWD in position										Remarks[1]
		General		SC		ST		OBC		Total		
		Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
(1)	*(14)*	*(15)*	*(16)*	*(17)*	*(18)*	*(19)*	*(20)*	*(21)*	*(22)*	*(23)*	*(24)*	*(25)*
Group-A												
Group-B												
Group-C												
Group-D												
Total												

1- Category-wise data not maintained-1[if there is no entry in column (15) to (22)], OBC data not maintained-2 [if there is no entry in columns (21) & (22) only]

(iii) Out of total, number belonging to Religious Minority Community, if not maintained put 'X' in the box [ ]

Designation	Muslims										Other Minorities (Christians, Sikhs, Buddhists and Zorastrians (Parsis))									
	General		SC		ST		OBC		Total		General		SC		ST		OBC		Total	
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female
(1)	*(26)*	*(27)*	*(28)*	*(29)*	*(30)*	*(31)*	*(32)*	*(33)*	*(34)*	*(35)*	*(36)*	*(37)*	*(38)*	*(39)*	*(40)*	*(41)*	*(42)*	*(43)*	*(44)*	*(45)*
Group-A																				
Group-B																				
Group-C																				
Group-D																				
Total																				

BLOCK 1E: NUMBER OF STUDENTS ENROLLED IN THE UNIVERSITY

1. **Mode:** *[Regular = 1 / Distance = 2]* [ ]

Name of the Regional Center | Applicable for distance mode only

(i) Total

Faculty/ School	Department/ Centre	Level[1]	Programme		Discipline		Type General/ Self-financing	Year 1st, 2nd etc, On Roll[2]	Number of Total Students Enrolled										Remarks[3]
			Name	**Code**	**Name**	**Code**			**General**		**SC**		**ST**		**OBC**		**Total**		
									Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls	
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(10)*	*(11)*	*(12)*	*(13)*	*(14)*	*(15)*	*(16)*	*(17)*	*(18)*	*(19)*	*(20)*

1-Level Codes: Ph.D-1/ M.Phil-2/ Post Graduate-3/ Under Graduate-4/ PG Diploma-5/ Diploma-6/ Certificate-7/Integrated-8
2-For distance mode only, in the last row, student on-roll is to be recorded for each programme.
3- Category-wise data not maintained-1[if there is no entry in column (10) to (17)], OBC data not maintained-2 [if there is no entry in columns (16) & (17) only]

Note: Columns (1) & (2) are not applicable for Distance Mode

(ii)   Out of total, number of PWD (Persons with Disability)

Faculty/ School	Department/ Centre	Level[1]	Programme		Discipline		Type General/ Self-financing	Year 1st, 2nd etc, On Roll[2]	Out of Total, number of PWD Students										Remarks[3]
			Name	Code	Name	Code			General		SC		ST		OBC		Total		
									Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(21)	(22)	(23)	(24)	(25)	(26)	(27)	(28)	(29)	(30)	(31)

3- Category-wise data not maintained-1[if there is no entry in column (21) to (28)], OBC data not maintained-2 [if there is no entry in columns (27) & (28) only]

(iii) **Out of total, number belonging to Religious Minority Community, if not maintained put 'X' in the box** ☐

Faculty/ School	Department/ Centre	Level[1]	Programme		Discipline		Type General/ Self-financing	Year 1st, 2nd etc, On Roll[2]	Out of Total, number of Muslim Students Enrolled									
			Name	Code	Name	Code			General		SC		ST		OBC		Total	
									Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(32)*	*(33)*	*(34)*	*(35)*	*(36)*	*(37)*	*(38)*	*(39)*	*(40)*	*(41)*

Faculty/ School	Department/ Centre	Level[1]	Programme		Discipline		Type General/ Self-financing	Year 1st, 2nd etc, On Roll[2]	Out of Total, number of Other Minorities (Christians, Sikhs, Buddhists and Zorastrians (Parsis)) Students Enrolled									
			Name	Code	Name	Code			General		SC		ST		OBC		Total	
									Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(42)*	*(43)*	*(44)*	*(45)*	*(46)*	*(47)*	*(48)*	*(49)*	*(50)*	*(51)*

2. **OUT OF THE TOTAL STUDENT ENROLMENT, NUMBER OF FOREIGN STUDENTS IN REGULAR & DISTANCE EDUCATION MODE, IF ANY**

Country		Programme		Discipline		No. of Students Enrolled	
Name	**Code**	**Name**	**Code**	**Name**	**Code**	**Total**	**Girls**
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*

BLOCK 1F: EXAMINATION RESULTS OF THE YEAR 2010

Mode: *[Regular = 1 / Distance = 2]*   ☐

*University & its Teaching Departments – 1/ (PG Centers/ Off-Campus Centers/ Colleges) -2   ☐

Name of PG Centers/ Off-Campus Centers/ Colleges* (In case of University & its Teaching Departments these columns will be left blank)		Programme		Discipline		Total Number of Student appeared (Regular + Private)		Total Number of Students passed/completed (Regular+Private)	
Name	*Code*	*Name*	*Code*	*Name*	*Code*	**Total**	**Girls**	**Total**	**Girls**
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(10)*

*Not applicable for Distance Mode

BLOCK 1G: FINANCIAL INFORMATION

Financial Year: 2010-11

Sl. No.	INCOME Item	Amount (in `000 Rs.)	Sl. No.	EXPENDITURE Item	Amount (in `000 Rs.)
1.	Grants Received from		1.	Salary, Allowances & Retirement Benefits	
i	University Grants Commission		2.	Buildings (Construction & Maintenance)	
ii	Distance Education Council		3.	Library & Laboratory	
iii	Other Central Government Departments		4.	Scholarships	
2.	Grants Received from State Government		5.	Grants to Colleges	
3.	Grants Received from Local Bodies		6.	Other Expenses	
4.	Donations		7.	**Total**	
5.	Tuition Fee				
6.	Other Fees				
7.	Interests				
8.	Sale of Application Form				
9.	Other Income				
10.	**Total**				

BLOCK 1H: INFRASTRUCTURE RELATED DATA

Please tick mark in the box(es) against the infrastructure, which is (are) available in the University.

1.	Playground	
2.	Auditorium	
3.	Theatre	
4.	Library	
5.	Laboratory	
6.	Conference Hall	
7.	Health Center	
8.	Gymnasium/ Fitness Center	
9.	Indoor Stadium	
10.	Common Room	
11.	Computer Center	
12.	Cafeteria	
13.	Guest House	

BLOCK 1I: REMARKS

ALL INDIA SURVEY ON HIGHER EDUCATION

DATA CAPTURE FORMAT - II

COLLEGES / INSTITUTIONS

AFFILIATED/ RECOGNISED BY THE UNIVERSITY

YEAR: 2010-11

(AS ON 30TH SEPTEMBER, 2010)

Ministry of Human Resource Development

Department of Higher Education

New Delhi

BLOCK 2A: BASIC INFORMATION

1. **Name of the College/ Institution.**_____

2. **(i) Postal Address:** …………………………………………………………………
   (ii) State: …………………………………………………………………
   (iii) District: …………………………………………………………………
   (iv) Website: …………………………………………………………………
   (v) Total Area: …………………… [In Acre]
   (vi) Total Constructed area: …………………. [In sq m]

3. **Year of Establishment**

4. **Nodal Officer Detail**
   (i) Name : …………………………
   (ii) Designation : …………………………
   (iii) Contact No : …………………………
   (iv) E-mail id : …………………………

5a. University to which Affiliated: Name   **Code**

b. The Statutory body through which recognized: ← Specify the type in case of others

(More than one code may be given, if applicable)

University Grants Commission (1) / Indian Nursing Council (2)/ National Council for Teacher Education (3) / Rehabilitation Council of India (4)/ Medical Council of India (5)/ All India Council for Technical Education (6)/ Dental Council of India (7)/ Council of Architecture (8)/ Pharmacy Council of India (9)/ Bar Council of India (10)/ Central Council of Indian Medicine (11) / Central Council of Homeopathy (12) /Others - 19 (Please Specify)

6. Year of Affiliation with University:

7. Location of the College/ Institution [Rural = 1/Urban=2]:

8. Type of College/ Institution: ☐ ☐   ← Specify the type in case of others

    Affiliated College (1)/ Constituent College (2)/ PG Centre (3) / Off Campus Centre (4)/ Others - 9 (Please Specify)

9. Whether College is Autonomous [Yes - 1/No - 2]: ☐

10. Management of College/ Institution: ☐

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

11. (i) Is it a Specialized College/ Institution [Yes - 1/No - 2]: ☐

    (ii) If Yes, then select any one: ☐ ☐   ← Specify the type in case of others

    Agriculture – 1 / Medical - 2/ Law - 3/ Technical - 4/ Veterinary - 5/ Others - 9 (Please Specify)

12. Is it Evening College/Institution: *[Yes = 1 / No = 2]* ☐

13. Whether the College/Institution is exclusively meant for girls [Yes - 1/No - 2]: ☐

14. (i) Staff Quarter Available [Yes - 1/No - 2]: ☐
    (ii) If yes,

Category	Number
Teaching Staff	
Non-Teaching Staff	
Total	

15. **(i) Does the University/ University Level Institute has Student Hostel [Yes - 1/No - 2]:** [   ]

(ii) If Yes, Number of Hostel [   ]

Hostel Type	Name of Hostel	Intake Capacity	No. of Students residing
Boys Hostel			
Girls Hostel			
Other Hostels			

BLOCK 2B: DETAILS OF FACULTY/DEPARTMENT WISE PROGRAMMES OFFERED BY THE COLLEGE/ INSTITUTION

1. **List of Faculty/School & Departments/Centres**

Faculty/School: Name [   ] **Code** [   ]

Sl. no.	Name of the Department/Centre	Code
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		

2. Programme Details [*All Programmes in which students are enrolled in the College/Institution are to be listed***]**

Mode: *[Regular = 1 / Distance = 2]*

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

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

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

Faculty/ School	Departm ent/ Centre	Level (Ph.D-1 M.Phill-2 Post Graduate-3 Under Graduate-4 PG Diploma-5 Diploma-6 Certificate-7 Integrated - 8	Programme		Discipline		Broad Discipline Group Name & Code	Intake	Number of Applicants	Programme Duration		Type (General -1 Self Financing-2 Both-3)	Examination System (Annual-Semester -2 Tri- Semester-3)	University/ Statutory Body through which approved
			Name	Code	Name	Code				Year	Month			
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(10)*	*(11)*	*(12)*	*(13)*	*(14)*	*(15)*

BLOCK 2C: STAFF INFORMATION – TEACHING AND NON-TEACHING

1. TEACHING STAFF

Faculty: **Name** [_____] **Code** [___]

Department: Name [_____] **Code** [___]

(i)   Total Number of Teachers

Designation (Select all applicable designation and record in different rows)[1]	Grade Pay	Sanctioned Strength	Total Number of Teachers in position											Remarks[3]
			Selection mode (Direct/ CAS)[2]	General Category		Scheduled Cast (SC)		Scheduled Tribe (ST)		Other Backward Classes (OBC)		Total		
				Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
Total														

1-   Vice-Chancellor, Director, Pro- Vice-Chancellor , Principal, Professor & Equivalent, Associate Professor, Reader, Lecturer (Selection Grade), Assistant Professor, Lecturer (Senior Scale), Lecturer, Tutor, Demonstrator, Part-Time Teacher, Ad hoc Teacher, Temporary Teacher, Contract Teacher, Visiting Teacher

2-   CAS (Career Advancement Scheme) is applicable for Associate Professor, Reader, Lecturer (Selection Grade), Assistant Professor and Lecturer (Senior Scale)

3-   Category-wise data not maintained-1[if there is no entry in column (5) to (12)], OBC data not maintained-2 [if there is no entry in columns (11) & (12) only]

(ii)   Out of total, number of PWD (Persons with Disability) Teachers

Designation (*Select all applicable designation and record in different rows*) [1]	Number of post reserved for PWD	Number of PWD teachers in position										Remarks[3]
		General		SC		ST		OBC		Total		
		Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
(1)	*(16)*	*(17)*	*(18)*	*(19)*	*(20)*	*(21)*	*(22)*	*(23)*	*(24)*	*(25)*	*(26)*	*(27)*
Total												

3- Category-wise data not maintained-1[if there is no entry in column (16) to (23)], OBC data not maintained-2 [if there is no entry in columns (22) & (23) only]

(iii)   Out of total, number of Teachers Belonging to Religious Minority Community, if not maintained put 'X' in the box ☐

Designation (*Select all applicable designation and record in different rows*) [1]	Muslims										Other Minorities (Christians, Sikhs, Buddhists and Zorastrians (Parsis))									
	General		SC		ST		OBC		Total		General		SC		ST		OBC		Total	
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female
(1)	*(28)*	*(29)*	*(30)*	*(31)*	*(32)*	*(33)*	*(34)*	*(35)*	*(36)*	*(37)*	*(38)*	*(39)*	*(40)*	*(41)*	*(42)*	*(43)*	*(44)*	*(45)*	*(46)*	*(47)*
Total																				

2. NON-TEACHING STAFF (Excluding Library & Physical Education Staff) – 1, LIBRARY STAFF - 2, PHYSICAL EDUCATION STAF – 3

(i) Total

Designation	Sanctioned Strength	Total Number in position										Remarks[1]
		General Category		Scheduled Cast (SC)		Scheduled Tribe (ST)		Other Backward Classes (OBC)		Total		
		Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(10)*	*(11)*	*(12)*	*(13)*
Group-A												
Group-B												
Group-C												
Group-D												
Total												

1- Category-wise data not maintained-1[if there is no entry in column (3) to (10)], OBC data not maintained-2 [if there is no entry in columns (9) & (10) only]

(ii) Out of total, number of PWD (Persons with Disability)

Designation	Number of post reserved for PWD	Number of PWD in position										Remarks[1]
		General		SC		ST		OBC		Total		
		Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
(1)	*(14)*	*(15)*	*(16)*	*(17)*	*(18)*	*(19)*	*(20)*	*(21)*	*(22)*	*(23)*	*(24)*	*(25)*
Group-A												
Group-B												
Group-C												
Group-D												
Total												

1- Category-wise data not maintained-1[if there is no entry in column (15) to (22)], OBC data not maintained-2 [if there is no entry in columns (21) & (22) only]

(iii)   Out of total, number belonging to Religious Minority Community, if not maintained put 'X' in the box ☐

Designation	Muslims										Other Minorities (Christians, Sikhs, Buddhists and Zorastrians (Parsis))									
	General		SC		ST		OBC		Total		General		SC		ST		OBC		Total	
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female
(1)	*(26)*	*(27)*	*(28)*	*(29)*	*(30)*	*(31)*	*(32)*	*(33)*	*(34)*	*(35)*	*(36)*	*(37)*	*(38)*	*(39)*	*(40)*	*(41)*	*(42)*	*(43)*	*(44)*	*(45)*
Group-A																				
Group-B																				
Group-C																				
Group-D																				
Total																				

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

1. **Mode:** *[Regular = 1 / Distance = 2]* ☐

(i) Total

Faculty/ School	Department/ Centre	Level[1]	Programme		Discipline		Type General/ Self-financing	Year 1st, 2nd etc, On Roll[2]	Number of Total Students Enrolled										Remarks[3]
			Name	Code	Name	Code			General		SC		ST		OBC		Total		
									Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls	
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(10)*	*(11)*	*(12)*	*(13)*	*(14)*	*(15)*	*(16)*	*(17)*	*(18)*	*(19)*	*(20)*

1-Level Codes: Ph.D-1/ M.Phill-2/ Post Graduate-3/ Under Graduate-4/ PG Diploma-5/ Diploma-6/ Certificate-7/Integrated-8

2-For distance mode only, in the last row, student on-roll is to be recorded for each programme.

3- Category-wise data not maintained-1[if there is no entry in column (10) to (17)], OBC data not maintained-2 [if there is no entry in columns (16) & (17) only]

(ii) **Out of total, number of PWD (Persons with Disability)**

Faculty/ School	Department/ Centre	Level[1]	Programme		Discipline		Type General/ Self-financing	Year 1st, 2nd etc, On Roll[2]	Out of Total, number of PWD Students										Remarks[3]
			Name	Code	Name	Code			General		SC		ST		OBC		Total		
									Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(21)	(22)	(23)	(24)	(25)	(26)	(27)	(28)	(29)	(30)	(31)

3- Category-wise data not maintained-1[if there is no entry in column (21) to (28)], OBC data not maintained-2 [if there is no entry in columns (27) & (28) only]

(iii) Out of total, number belonging to Religious Minority Community, if not maintained put 'X' in the box [ ]

Faculty/ School	Department/ Centre	Level[1]	Programme		Discipline		Type General/ Self-financing	Year 1st, 2nd etc, On Roll[2]	Out of Total, number of Muslim Students Enrolled									
			Name	Code	Name	Code			General		SC		ST		OBC		Total	
									Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(32)*	*(33)*	*(34)*	*(35)*	*(36)*	*(37)*	*(38)*	*(39)*	*(40)*	*(41)*

Faculty/ School	Department/ Centre	Level[1]	Programme		Discipline		Type General/ Self-financing	Year 1st, 2nd etc, On Roll[2]	Out of Total, number of Other Minorities (Christians, Sikhs, Buddhists and Zorastrians (Parsis)) Students Enrolled									
			Name	Code	Name	Code			General		SC		ST		OBC		Total	
									Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(42)*	*(43)*	*(44)*	*(45)*	*(46)*	*(47)*	*(48)*	*(49)*	*(50)*	*(51)*

2. OUT OF THE TOTAL STUDENT ENROLMENT, NUMBER OF FOREIGN STUDENTS IN REGULAR & DISTANCE EDUCATION MODE, IF ANY

Country		Programme		Discipline		No. of Students Enrolled	
Name	Code	Name	Code	Name	Code	Total	Girls
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
.							

BLOCK 2E: EXAMINATION RESULTS OF THE YEAR 2010 (Applicable for those Colleges/Institutions for which their parent University does not conduct examination)

Mode: *[Regular = 1 / Distance = 2]*

Programme		Discipline		Total Number of Student appeared (Regular + Private)		Total Number of Students passed/completed (Regular + Private)	
Name	*Code*	*Name*	*Code*	**Total**	**Girls**	**Total**	**Girls**
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*

BLOCK 2F: FINANCIAL INFORMATION

Financial Year: 2010-11

INCOME			EXPENDITURE		
Sl. No.	Item	Amount (in `000 Rs.)	Sl. No.	Item	Amount (in `000 Rs.)
1.	Grants Received from		1.	Salary, Allowances & Retirement Benefits	
i	University Grants Commission		2.	Buildings (Construction & Maintenance)	
ii	Distance Education Council		3.	Library & Laboratory	
iii	Other Central Government Departments		4.	Scholarships	
2.	Grants Received from State Government		5.	Other Expenses	
3.	Grants Received from University		**6.**	**Total**	
4.	Grants Received from Local Bodies				
5.	Donations				
6.	Tuition Fee				
7.	Other Fees				
8.	Interests				
9.	Sale of Application Form				
10.	Other Income				
11.	**Total**				

BLOCK 2G: INFRASTRUCTURE RELATED DATA

Please tick mark in the box(es) against the infrastructure, which is (are) available in the Colleges/Institution.

1.	Playground	
2.	Auditorium	
3.	Theatre	
4.	Library	
5.	Laboratory	
6.	Conference Hall	
7.	Health Center	
8.	Gymnasium/ Fitness Center	
9.	Indoor Stadium	
10.	Common Room	
11.	Computer Center	
12.	Cafeteria	
13.	Guest House	

BLOCK 2H: REMARKS

ALL INDIA SURVEY ON HIGHER EDUCATION

DATA CAPTURE FORMAT - III

STAND ALONE INSTITUTIONS

(NOT AFFILIATED/ RECOGNISED BY THE UNIVERSITY)

YEAR: 2010-11

(AS ON 30TH SEPTEMBER, 2010)

सत्यमेव जयते

Ministry of Human Resource Development

Department of Higher Education

New Delhi

BLOCK 3A: BASIC INFORMATION

1. **Name of the Institution** _____

2. **(i) Postal Address:** ……………………………………………………………………
   (ii) State: ……………………………………………………………………
   (iii) District: ……………………………………………………………………
   (iv) Website: ……………………………………………………………………
   (v) Total Area: ………………… [In Acre]
   (vi) Total Constructed area: …………………. [In sq m]

3. **Year of Establishment**

4. **Nodal Officer Detail**
   (i) Name   : …………………………
   (ii) Designation   : …………………………
   (iii) Contact No   : …………………………
   (iv) E-mail id   : ………………………….

5. **Statutory Body to which the Institute is recognised:** [   ]   [   ]   ← Specify the type in case of others

Central Government (1)/ Indian Nursing Council (2)/ National Council of Teacher Education (3)/ Rehabilitation Council of India (4)/ State Government (5)/ All India Council for Technical Education (6)/ Institute of Charted Accountants of India (7)/ Institute of Company Secretaries of India (8)/ Institute of Actuaries of India (9)/ Others - 19 (Please Specify)

6. **Year of Recognition:**

7. **Location of the Institution** [Rural = 1/Urban=2]:

8. **Type of Institution:** [   ]   [   ]   ← Specify the type in case of others

Indian Institute of Management (1) / Other Management Institute (2)/ Polytechnic (3) / Nursing Institute (4) / District Institute of Educational Training (5) / Computer Institute (6) / Charted Accountancy (7)/ Company Secretary (8)/ Actuarial Science (9)/ Others - 19 (Please Specify)

9. (i) Whether Awards degree through any University [Yes - 1/No – 2]: [ ]   ← Enter **9**, if degrees for various Programmes are awarded from multiple agencies

 (ii) **If Yes, then the university through which it awards degree: Name** [   ]   **Code** [   ]

10. Management of Institution: [   ]

 Central Government (1) / State Government (2) / Local Body (3) / Private Aided (5) / Private Un-Aided (6)

11. Whether the Institution is exclusively meant for girls [Yes - 1/No - 2]: [   ]

12. (i) Staff Quarter Available [Yes - 1/No - 2]: [   ]
 (ii) If yes,

Category	Number
Teaching Staff	
Non-Teaching Staff	
Total	

13. (i) Does the University/ University Level Institute has Student Hostel [Yes - 1/No - 2]: [   ]

 (ii) If Yes, Number of Hostel [   ]

Hostel Type	Name of Hostel	Intake Capacity	No. of Students residing
Boys Hostel			
Girls Hostel			
Other Hostels			

BLOCK 3B: DETAILS OF PROGRAMMES OFFERED BY THE INSTITUTION

1. List of Faculty/School & Departments/Centres

Faculty/School: Name [   ]   **Code** [   ]

Sl. no.	Name of the Department/Centre	Code

2. Programme Details [*All Programmes in which students are enrolled in the Institution are to be listed*]

Mode: *[Regular = 1 / Distance = 2]* [   ]

Faculty/ School	Department/ Centre	Level (Ph.D-1 M.Phill-2 Post Graduate-3 Under Graduate-4 PG Diploma-5 Diploma-6 Certificate-7 Integrated - 8	Programme		Discipline		Broad Discipline Group Name & Code	Intake	Number of Applicants	Programme Duration		Type (General -1 Self Financing-2 Both-3)	Examination System (Annual- Semester -2 Tri- Semester-3)	University/ Statutory Body through which approved
			Name	Code	Name	Code				Year	Month			
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(10)*	*(11)*	*(12)*	*(13)*	*(14)*	*(15)*

BLOCK 3C: STAFF INFORMATION – TEACHING AND NON-TEACHING

1.   TEACHING STAFF

Faculty: **Name** [   ]   **Code** [   ]

Department: Name [   ]   **Code** [   ]

(i)   Total Number of Teachers

Designation (*Select all applicable designation and record in different rows*)[1]	Grade Pay	Sanctioned Strength	Total Number of Teachers in position											Remarks[3]
			Selection mode (Direct/ CAS)[2]	General Category		Scheduled Cast (SC)		Scheduled Tribe (ST)		Other Backward Classes (OBC)		Total		
				Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
Total														

1-   Vice-Chancellor, Director, Pro- Vice-Chancellor , Principal, Professor & Equivalent, Associate Professor, Reader, Lecturer (Selection Grade), Assistant Professor, Lecturer (Senior Scale), Lecturer, Tutor, Demonstrator, Part-Time Teacher, Ad hoc Teacher, Temporary Teacher, Contract Teacher, Visiting Teacher
2-   CAS (Career Advancement Scheme) is applicable for Associate Professor, Reader, Lecturer (Selection Grade), Assistant Professor and Lecturer (Senior Scale)
3-   Category-wise data not maintained-1[if there is no entry in column (5) to (12)], OBC data not maintained-2 [if there is no entry in columns (11) & (12) only]

(ii)   Out of total, number of PWD (Persons with Disability) Teachers

Designation (*Select all applicable designation and record in different rows*) [1]	Number of post reserved for PWD	Number of PWD teachers in position										Remarks[3]
		General		SC		ST		OBC		Total		
		Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
(1)	*(16)*	*(17)*	*(18)*	*(19)*	*(20)*	*(21)*	*(22)*	*(23)*	*(24)*	*(25)*	*(26)*	*(27)*
Total												

3- Category-wise data not maintained-1[if there is no entry in column (16) to (23)], OBC data not maintained-2 [if there is no entry in columns (22) & (23) only]

(iii)   Out of total, number of Teachers Belonging to Religious Minority Community, if not maintained put 'X' in the box ☐

Designation (*Select all applicable designation and record in different rows*) [1]	Muslims										Other Minorities (Christians, Sikhs, Buddhists and Zorastrians (Parsis))									
	General		SC		ST		OBC		Total		General		SC		ST		OBC		Total	
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female
(1)	*(28)*	*(29)*	*(30)*	*(31)*	*(32)*	*(33)*	*(34)*	*(35)*	*(36)*	*(37)*	*(38)*	*(39)*	*(40)*	*(41)*	*(42)*	*(43)*	*(44)*	*(45)*	*(46)*	*(47)*
Total																				

2. NON-TEACHING STAFF (Excluding Library & Physical Education Staff) – 1, LIBRARY STAFF - 2, PHYSICAL EDUCATION STAF – 3

☐

(i) Total

Designation	Sanctioned Strength	Total Number in position										Remarks[1]
		General Category		Scheduled Cast (SC)		Scheduled Tribe (ST)		Other Backward Classes (OBC)		Total		
		Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(10)*	*(11)*	*(12)*	*(13)*
Group-A												
Group-B												
Group-C												
Group-D												
Total												

1- Category-wise data not maintained-1[if there is no entry in column (3) to (10)], OBC data not maintained-2 [if there is no entry in columns (9) & (10) only]

(ii) Out of total, number of PWD (Persons with Disability)

Designation	Number of post reserved for PWD	Number of PWD in position										Remarks[1]
		General		SC		ST		OBC		Total		
		Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
(1)	*(14)*	*(15)*	*(16)*	*(17)*	*(18)*	*(19)*	*(20)*	*(21)*	*(22)*	*(23)*	*(24)*	*(25)*
Group-A												
Group-B												
Group-C												
Group-D												
Total												

1- Category-wise data not maintained-1[if there is no entry in column (15) to (22)], OBC data not maintained-2 [if there is no entry in columns (21) & (22) only]

(iii)   Out of total, number belonging to Religious Minority Community, if not maintained put 'X' in the box ☐

Designation	Muslims										Other Minorities (Christians, Sikhs, Buddhists and Zorastrians (Parsis))									
	General		SC		ST		OBC		Total		General		SC		ST		OBC		Total	
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female
(1)	*(26)*	*(27)*	*(28)*	*(29)*	*(30)*	*(31)*	*(32)*	*(33)*	*(34)*	*(35)*	*(36)*	*(37)*	*(38)*	*(39)*	*(40)*	*(41)*	*(42)*	*(43)*	*(44)*	*(45)*
Group-A																				
Group-B																				
Group-C																				
Group-D																				
Total																				

BLOCK 3D: NUMBER OF STUDENTS ENROLLED IN THE INSTITUTION

1.　　　**Mode:** *[Regular = 1 / Distance = 2]* ☐

(i) Total

Faculty/ School	Department/ Centre	Level[1]	Programme		Discipline		Type General/ Self-financing	Year 1st, 2nd etc, On Roll[2]	Number of Total Students Enrolled										Remarks[3]
			Name	Code	Name	Code			General		SC		ST		OBC		Total		
									Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls	
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(10)*	*(11)*	*(12)*	*(13)*	*(14)*	*(15)*	*(16)*	*(17)*	*(18)*	*(19)*	*(20)*

1-Level Codes: Ph.D-1/ M.Phill-2/ Post Graduate-3/ Under Graduate-4/ PG Diploma-5/ Diploma-6/ Certificate-7/Integrated-8

2-For distance mode only, in the last row, student on-roll is to be recorded for each programme.

3- Category-wise data not maintained-1[if there is no entry in column (10) to (17)], OBC data not maintained-2 [if there is no entry in columns (16) & (17) only]

(ii)   Out of total, number of PWD (Persons with Disability)

Faculty/ School	Department/ Centre	Level[1]	Programme		Discipline		Type General/ Self-financing	Year 1st, 2nd etc, On Roll[2]	Out of Total, number of PWD Students										Remarks[3]
			Name	Code	Name	Code			General		SC		ST		OBC		Total		
									Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls	
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(21)*	*(22)*	*(23)*	*(24)*	*(25)*	*(26)*	*(27)*	*(28)*	*(29)*	*(30)*	*(31)*

3- Category-wise data not maintained-1[if there is no entry in column (21) to (28)], OBC data not maintained-2 [if there is no entry in columns (27) & (28) only]

(iii) **Out of total, number belonging to Religious Minority Community, if not maintained put 'X' in the box** [ ]

Faculty/ School	Department/ Centre	Level[1]	Programme		Discipline		Type General/ Self-financing	Year 1st, 2nd etc, On Roll[2]	Out of Total, number of Muslim Students Enrolled									
			Name	Code	Name	Code			General		SC		ST		OBC		Total	
									Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(32)*	*(33)*	*(34)*	*(35)*	*(36)*	*(37)*	*(38)*	*(39)*	*(40)*	*(41)*

Faculty/ School	Department/ Centre	Level[1]	Programme		Discipline		Type General/ Self-financing	Year 1st, 2nd etc, On Roll[2]	Out of Total, number of Other Minorities (Christians, Sikhs, Buddhists and Zorastrians (Parsis)) Students Enrolled									
			Name	Code	Name	Code			General		SC		ST		OBC		Total	
									Total	Girls	Total	Girls	Total	Girls	Total	Girls	Total	Girls
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(42)*	*(43)*	*(44)*	*(45)*	*(46)*	*(47)*	*(48)*	*(49)*	*(50)*	*(51)*

2. **OUT OF THE TOTAL STUDENT ENROLMENT, NUMBER OF FOREIGN STUDENTS IN REGULAR & DISTANCE EDUCATION MODE, IF ANY**

Country		Programme		Discipline		No. of Students Enrolled	
Name	**Code**	**Name**	**Code**	**Name**	**Code**	**Total**	**Girls**
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*
.							

BLOCK 3E: EXAMINATION RESULTS OF THE YEAR 2010

Mode: *[Regular = 1 / Distance = 2]*

Programme		Discipline		Total Number of Student appeared (Regular + Private)		Total Number of Students passed/completed (Regular+Private)	
Name	*Code*	*Name*	*Code*	**Total**	**Girls**	**Total**	**Girls**
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*

BLOCK 3F: FINANCIAL INFORMATION

Financial Year: 2010-11

	INCOME			EXPENDITURE	
Sl. No.	**Item**	**Amount (in `000 Rs.)**	**Sl. No.**	**Item**	**Amount (in `000 Rs.)**
1.	Grants Received from		1.	Salary, Allowances & Retirement Benefits	
i	University Grants Commission		2.	Buildings (Construction & Maintenance)	
ii	Distance Education Council		3.	Library & Laboratory	
iii	Other Central Government Departments		4.	Scholarships	
2.	Grants Received from State Government		5.	Other Expenses	
3.	Grants Received from University		**6.**	**Total**	
4.	Grants Received from Local Bodies				
5.	Donations				
6.	Tuition Fee				
7.	Other Fees				
8.	Interests				
9.	Sale of Application Form				
10.	Other Income				
11.	**Total**				

BLOCK 3G: INFRASTRUCTURE RELATED DATA

Please tick mark in the box(es) against the infrastructure, which is (are) available in the Institution.

1.	Playground	
2.	Auditorium	
3.	Theatre	
4.	Library	
5.	Laboratory	
6.	Conference Hall	
7.	Health Center	
8.	Gymnasium/ Fitness Center	
9.	Indoor Stadium	
10.	Common Room	
11.	Computer Center	
12.	Cafeteria	
13.	Guest House	

BLOCK 3H: REMARKS

INSTRUCTION MANUAL

CHAPTER 1: INTRODUCTION

Higher education is of vital importance for the country, as it is a powerful tool to build knowledge-based society of the 21st Century. With the growing size and diversity of the higher education sector particularly in terms of courses, management and geographical coverage, it has become necessary to develop a sound database on higher education. It is widely recognized that the existing data base on higher education is inadequate, out-of-date. Collection and dissemination of data on higher education suffers from incomplete coverage, inordinate time lag etc.

Government has set a target of increasing the Gross Enrolment Ratio (GER) from the present level of about 12% to 15% by the end of XI Five Year Plan and to 30% by the year 2020. Various new initiatives are being taken by the Government to increase the GER. To measure the efforts taken by the government to increase the GER requires complete data on higher education such as number of institutions, students, teachers etc.

In view of this Ministry of Human Resource Development (MHRD) has initiated an All India Survey on Higher Education to build a database and to assess the correct picture of higher Education in the country.

The main objectives the survey is to

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

A Task Force has been constituted under the chairmanship of Additional Secretary (HE), MHRD with Representatives from University Grants Commission (UGC), All India Council for Technical Education (AICTE), Medical Council of India (MCI), Indian Agricultural Statistics Research Institute (IASRI), Central Statistics Office (CSO), Distance Education Council (DEC), National Statistical Commission (NSC), National University of Education Planning & Administration (NUEPA), Universities, State Higher Education Departments/Councils as members. Deputy Director General (Statistics), MHRD is the Member Secretary.

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

Reference Period: Reference date for filling up the Data Capture Formats is 30th September, 2010. The number of institutions, teachers and students will be recorded on the basis of their actual number as on 30th September, 2010 for the academic year 2009-10.

Information in respect of Examination Result will be collected for the students passed out/awarded degree during academic year 2009-10.

Financial Information will be recorded for the financial year 2010-11 i.e. 1st April, 2010 to 31st March, 2011.

CHAPTER 2: CONCEPTS AND DEFINITIONS

HIGHER EDUCATION

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

I. TYPE OF INSTITUTIONS

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

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

(1) University/University Level Institutions

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

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

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

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

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

It shall be the general duty of the Commission to take, in consultation with the Universities or other bodies concerned, all such steps as it may think fit for the promotion and co-ordination of University education and for the determination and maintenance of standards of teaching, examination and research in Universities, and for the purpose of performing its functions under this Act, the commission may :

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

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

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

1. **Central University** - A university established or incorporated by a Central Act.
2. **State University** - A university established or incorporated by a Provincial Act or by a State Act.
3. **Open University** - A University which imparts education exclusively through distance education in any branch or branches of knowledge.
4. **Private University** - A university established through a State/ Central Act by a sponsoring body viz. a Society registered under the Societies Registration Act 1860, or any other corresponding law for the time being in force in a State or a Public Trust or a Company registered under Section 25 of the Companies Act, 1956.
5. **Deemed University** - An Institution Deemed to be University commonly known as Deemed University refers to a high-performing institute, which has been so declared by Central Government under Section 3 of the University Grants Commission (UGC) Act, 1956.
6. **Institute of National Importance** - An Institution established by Act of Parliament and declared as Institution of National Importance such as All Indian Institute of Technology (IIT), National Institute of Technology (NIT).
7. **Institute Under State Legislature Act -** An institution established or incorporated by a State Legislature Act such as *Nizam's Institute of Medical Sciences, Hyderabad; Sri Venkateswara Institute of Medical Sciences, Tirupati; Sheree-e-Kashmir Institute of Medical Sciences, Srinagar; Indira Gandhi Institute of Medical Sciences, Patna; Sanjay Gandhi Post Graduate Institute of Medical Sciences, Lucknow.*

8. **Other Institute –** An institution not falling in any of the above category but established through State/ Central Act and are empowered to award degrees e.g. *National Institute of Fashion Technology* established through an Act of Parliament.

2. Colleges/Institutions affiliated/recognised with University

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

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

Colleges can be of two types:
  (i) University/ Constituent College - A college maintained by the University
  (ii) Affiliated College

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

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

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

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

2.2   Institutions Recognised by the University: These are the institutions attached with the University for the purpose of awarding degree in respect of programmes being run in these institutions. *e.g. Army Cadet College Wing, Indian Military Academy, Dehradun is not affiliated with any University but the degree in respect of Programmes run in the institute are awarded by Jawaharlal Nehru University.*

2.3   Off-Campus Centre/ PG Centre - A centre of the University established by it, outside the main campus (within or outside the state) operated and maintained as its constituent unit, having the University's compliment of facilities, faculty and staff.

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

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

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

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

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

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

- Indian Institute of Management (IIM) awarding PG Diploma in Management of two years duration whose entry qualification is Graduate.
- Diploma awarding Institutions under the control of All India Council for Technical Education (AICTE) e.g. *Lal Bahadur Shastri Management Institute awarding PG diplomas in Management of two years duration whose entry qualification is Graduate.*
- Diploma awarding Institutions under the control of Indian Nursing Council (INC).
- Government or Government recognised Institutions to conduct Teachers Training courses whose entry qualification is 10+2 *e.g. District Institute of Educational and Training (DIET) or similar institutes.*
- Polytechnics.
- Company Secretary, Charted Accountancy, Actuarial Science etc.

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

II. FACULTY, DEPARTMENT AND PROGRAMME

Faculty - A Faculty of Studies of the University.

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

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

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

Levels of Programmes:

1. **Under-Graduate -** Programme after 10+2 and generally having the duration of 3/4/5 years, in General or Professional courses.
2. **Post-Graduate -** Programme after Graduation and generally having the duration of 2/3 years in General/Professional courses.
3. **M.Phil -** Programme after Post-Graduation and generally having the duration of 1/2 years and are pre-research course.
4. **Ph.D -** Programme after M.Phil or Post-Graduation and generally having the duration of 2/3/4/5 years.

5. **Post Graduate Diploma -** Programme generally after 10+2 or after Graduation in General and Professional courses and having duration of 1/2/3 years.

6. **Diploma -** Programme generally after 10+2 or after Graduation in General and Professional courses and having duration of 1/2/3 years.

7. **Certificate –** It is a Programme similar to Diploma, but is awarded a Certificate by the Institution.

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

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

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

III. MODE OF HIGHER EDUCATION

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

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

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

IV. MANAGEMENT OF UNIVERSITY/COLLEGE/INSTITUTION

Central Government - Universities/Colleges/Institutions which are maintained by Central Government whether directly or indirectly *e.g. University of Delhi is a Central*

University. Dyal Singh College is a University College of University of Delhi which is getting maintenance grant from UGC.

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

Local Body - Colleges/Institutions which are managed by the local body such as Panchayats (as defined in Art 243 read with 243 B of the Constitution), Municipalities (as defined in Article 243 P read with 243 Q of the Constitution), Cantonment Boards, Town Area Committees and any other bodies of the local self government constituted under a law. *e.g. Firoz Gandhi College & C.P.Verma College, Patna affiliated to Magadh University.*

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

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

V. STUDENT

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

Foreign Student means those students who are citizens of a country other than India.

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

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

Programme: MCA   Duration: 3 years

Year	Students enrolled
1st Year	30
2nd year	29
3rd year	28
Total Enrolment	**87**

VI. TEACHING STAFF

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

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

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

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

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

VII. NON-TEACHING STAFF

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

VIII. RESERVATION

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

"Person with disability" (PWD) means a person suffering from not less than forty per cent of any of the following disabilities as certified by a medical authority;
  i. Blindness;
  ii. Low vision;
  iii. Leprosy-cured;
  iv. Hearing impairment;
  v. Locomotors disability;
  vi. Mental retardation;
  vii. Mental illness;

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

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

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

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

IX. EXAMINATION RESULTS

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

X. REFERENCE PERIOD

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

Financial Year - The financial year is the period from 1st April of the Year to 31st March of the next year.

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

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

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

This format is designed to collect the information in respect of Higher Education from University/ University level institutions which are established
- under Central Act, a Provincial Act or a State Act (Central University, State University)
- as an institution deemed to be a university under section 3 of the UGC Act 1956 e.g. Deemed University
- as an institution specially empowered by an Act of Parliament to confer or grant degrees e.g. Institution of National Importance (Indian Institute of Technology, National Institute of Technology etc.), Institutions set up by other Central Ministries by an Act of Parliament such as National Institute of Fashion Technology(NIFT).

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

Summary description of the schedule: Data Capture Format I consists of 9 blocks. The first three blocks, viz. Block 1A, Block 1B and Block 1C are to be used for recording basic structure of the University, its Faculties/Schools, Departments/Centres and the Programmes. Faculties/Schools, Departments/Centres and Programmes listed in Block 1C will form the basis/ masters for filling up of Blocks 1D and IE.

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

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

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

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

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

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

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

Block 1A: Basic Information of the University/ University Level Institutions
Block 1B: Details of Institutions Attached to University/ University Level Institutions
Block 1C: Details of Faculty/ Department-wise Programmes offered by the University//University Level Institutions.
Block 1D: Staff Information – Teaching & Non Teaching
Block 1E: Student Enrolment
Block 1F: Examination Results
Block 1G: Financial Information
Block 1H: Infrastructure Related Information
Block 1I: Remarks

DETAILS OF THE DATA CAPTURE FORMAT I

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

This block is designed for recording basic information of the Institution as on reference date.

Item 1: Here the name of the University/ University Level Institutions will be recorded.

Item 2: Here the address particulars, the name of the website and total area in acre of the University/ University Level Institutions will be recorded. Although all efforts should be made to collect the information on total constructed area in square meter (Item 2(vi)), if it is not available 'NA' will be recorded.

Item 3: In the first box, year of establishment of the institution i.e. when it was set up and in the second box, year in which the Institution was declared university will be recorded. *For example, Delhi College of Engineering, (initially established with the name – Delhi Polytechnic) came into existence in the year 1941 but has become Delhi Technological University in 2009. Therefore in the first box 1941 will be recorded and in the second box 2009 will be recorded.*

Item 4: Details of the person who is nominated by the University for providing the information in this DCF will be recorded. This person will be the resource person for furnishing the information during future surveys also.

Item 5: Code of the area where the Administrative Unit of the University is located will be recorded. The codes are for *Rural-1, Urban-2.*

Item 6: The code for the type of University/University Level Institution will be recorded here. The codes are

> *Central University (01)*
> *State Public University (02)*
> *State Private University (03)*
> *Deemed University- Government (04)*
> *Deemed University- Government Aided (05)*
> *Deemed University-Private (06)*
> *Institute of National Importance (07)*
> *Institute under State Legislature Act (08)*
> *Central Open University (09)*
> *State Open University (10)*
> *State Private Open University (11)*
> *Others (Please Specify) – (19)*

Examples for Others: NIFT will be belonging to Others type, therefore, 19 will be recorded in the first box and in the adjacent box "Set up by Ministry of Textiles" will be written. IISERs, which are newly established by MHRD will also be belonging to Others type at Present.

Item 7: If the university is exclusively meant for one particular specialized field i.e. the university concentrates on developing experts in a particular skill or area, code 1 will be recorded in 7(i) and the code for the particular specialization will be recorded in 7(ii), otherwise code 2 will be recorded in 7(i) and 7(ii) will be left blank. The codes for 7(ii) are

> *Agriculture – 1*
> *Medical – 2*
> *Law – 3*
> *Technical – 4*
> *Veterinary – 5*
> *Others (Please Specify) - 9*

Item 8: If the University is constituted from colleges, code 1 will be recorded; otherwise code 2 will be recorded. A few Universities, e.g. Chaudhary Charan Singh Haryana

Agricultural University, Hisar has been constituted from colleges and all its Faculties and Departments are located in Colleges only.

Item 9: If the University is providing admission to girls' students only, code 1 will be recorded; otherwise code 2 will be recorded.

Item 10: If residential accommodation for teaching and/or non-teaching staff is available (either within campus or outside the campus of the university) code 1 will be recorded in 10(i) and their number will be recorded in 10(ii) separately for teaching and non-teaching staff, otherwise code 2 will be recorded in 10(i) and 10(ii) will be left blank. If residential accommodation for a particular category is not available, '0' will be recorded against that category in 10(ii). Against 'Total' sum of the numbers of accommodation for both categories will be recorded. If quarters for teaching and non-teaching staff are not separately available, only number against total may be recorded. Further, if the quarters, for teaching and non-teaching staff are allotted from the pool of quarters of several institutions/ offices, the numbers, which are occupied by the staff of this Institution, will be recorded against respective categories.

Item 11: If hostel for students is available (either within campus or outside the campus of the university) code 1 will be recorded in 11(i) and the name, intake capacity and number of students residing in the hostel will be recorded in 11(ii) separately for boys hostel, girls hostel and other type of hostel, otherwise code 2 will be recorded in 11(i) and 11(ii) will be left blank. If the hostel does not have any name then the description by which it is identified will be recorded under column 'Name of Hostel'. Other type of Hostels may include, hostel for married students, transit hostel etc.

Block 1B: Details of Institutions Attached to University/ University Level Institutions

This block is designed for recording the details of the institutions affiliated/recognized by the university such as Colleges, Off-Campus Centres, PG Centres etc.

Item 1: If the university has affiliated colleges, code 1 will be recorded in 1(i) and the number of such colleges will be recorded in 1(ii) and the Name of the college and the name of the State and the District, in which the college is located will be recorded in the table, otherwise code 2 will be recorded in 1(i) and 1(ii) will be left blank. All the Autonomous Colleges of the University will also be listed here.

Item 2: If the university has Constituent / University Colleges, code 1 will be recorded in 2(i) and the number of such colleges will be recorded in 2(ii) and the Name of the college and the name of the State and the District, in which the college is located will be

recorded in the table, otherwise code 2 will be recorded in 2(i) and 2(ii) will be left blank.

Item 3: If there is any recognized/affiliated centre/institution/research centre/ research lab for which the university awards degree, code 1 will be recorded in 3(i) and the number of such institutions will be recorded in 3(ii) and the Name of the institution and the name of the State and the District, in which the institution is located will be recorded in the table, otherwise code 2 will be recorded in 3(i) and 3(ii) will be left blank. *For example, National Institute of Technical Teachers' Training and Research (NITTTR), Chennai established by the Government of India for the development of technical education, is an autonomous institute under Ministry of Human Resource Development (MHRD), but it conducts various academic progrmammes for which degree is conferred by University of Madras. Similarly, National Defense College is not affiliated to any university but it conducts various academic programmes for which degree is awarded by Jawahar Lal Nehru University (JNU).* In case of Research Laboratories such as Institute of Genomics & Integrative Biology, CSIR which are attached with some Universities only for the purpose of Award of Ph.D. degree, though the Laboratories will be listed in this item but separate format will not be filled up. Students' enrolled in such Institutions will be captured from the University itself.

Item 4: If the university has any PG Centre/ Off-campus Centre, code 1 will be recorded in 4(i) and the number of such Centres will be recorded in 4(ii) and the Name of the centre and the name of the State and the District, in which the centre is located will be recorded in the Table, otherwise code 2 will be recorded in 4(i) and 4(ii) will be left blank. Some of the Universities have established Centres on some other locations to cater the need of that particular area. These Centres are termed as PG Centres of the University *e.g. Tura Campus of North Eastern Hill University is a PG centre.* Off-campus terminology is normally used in case of deemed university.

Item 5: This item is applicable for Open Universities and Universities offering programmes through Distance Education Mode as well as regular mode, called Dual Mode University. Open & Dual Mode Universities offer distance education programme through its Regional Centres and/ or Study Centres. Regional Centres have normally been established for the purpose of co-coordinating and supervising the work of the study Centres. Regional Centres, the sub-office of the University for all practical purposes, act as resource centres of the University in respective regions. Regional Centres are centres for training coordinators/counselors/other functionaries. Normally Dual Mode universities offer distance education programme directly through study centres which practically for all purposes act as a Regional Centre and therefore in such cases, Study Centres will be treated as Regional Centres.

If such (Open or Dual Mode) university offers academic programmes through distance education mode code 1 will be recorded in 6(i) and the number of Regional Centres will be recorded in 6(ii) and the Name of the Regional Centres, Number of Study Centres under the Regional Centre and the name of the State and the District in which the regional centre is located will be recorded in the Table, otherwise code 2 will be recorded in 6(i) and 6(ii) will be left blank. In cases of Dual Mode University, information regarding the Regional Centres & Study Centres under the Directorate of Distance Education/ School of Open Learning through which distance education course is offered will be recorded here. If there is no Regional centre under the Directorate of Distance Education, but there are Study Centres, which are for all functional purposes are like regional centres, then the name of the study centre will be recorded under the column "Name of the Regional Centre" and in the next column under "No. of Study Centre", '1' will be recorded. The name of the State and the District, in which the study centre is located, will be recorded in the next two columns. *For example, Annamalai University is a dual Mode university and its directorate of distance education conducts various programmes through its study Centres located throughout India. For its centre located at JAIPUR, under coloumn 2, 3, 4 and 5, JAIPUR (47), 1, Rajasthan and JAIPUR will be recorded respectively.*

The colleges, which are specially meant for imparting contact classes, will also be treated as Study Centres for the purpose of filling up of this block.

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

This block is designed for recording the details of Faculties & Departments coming under the **ambit of main university** only. Faculty & Department under the Colleges, Off-Campus Centres, PG Centres, and similar institutions etc will NOT be recorded in this block. Details for these Institutions will be collected in a separate Data Capture Format. It may be noted that Faculty and School is synonyms and also Department and Centre is synonyms. *In some of the Universities e.g. Jawaharlal Nehru University, the basic academic unit is known as Schools of Studies and Schools are made up of a number of Centres which constitute the units operating within the broad framework of a School. In such cases School will be treated as Faculty and Centre will be treated as Department.*

Item 1: Name of the Faculty and its code as running serial number will be recorded in the box. Name and code (as serial number, when arranged in alphabetical order) of the Department under the Faculty will be recorded in the Table. If the number of

Departments under one faculty exceeds 13, additional sheet(s) will be used, if filled in hard copy of the Format.

Separate sheet would be used for each Faculty.

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

There may be the cases where university comprises of Departments only and Faculty does not exist. In such cases, Faculty name will be left blank and only name of the Departments will be recorded.

Item 2(i): Programmes offered through Regular Mode as well as Distance Mode of Study under each Department listed in Item 1 will be recorded here. For regular Mode of study, 1 will be recorded against Mode in items 2(i). If Programmes are run directly through Faculty, "√" will be put in its adjacent box, if the Programmes are run through Departments "√" will be put in its adjacent box, if there are Other Programmes (which are neither run through faculty nor through Departments), "√" will be put in its adjacent box. There may be "√" in one, two or all the three boxes, depending upon the applicability. For the Programmes run directly through Faculty, a "-"will be put in column 2 under Department and for the Programmes run through Departments, in column 1 under Faculty, the name of Faculty (if the Department are within a Faculty), will be recorded in the Table. It might happen that the Institutions are comprised of Departments only, in that case, a "-"will be put in column 1 of the Table. There might be Programmes directly run by the Institution (Not through its Faculty and Department), in that case "-"will be put in both columns 1 and 2. *For example, Under Graduate and some other Programmes in BHU are directly run by the Faculty while other Programmes are run through Departments.*

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

In case of Dual Mode University, Programmes will be listed in separate sheet by recording code 2 against Mode. For Open University, there will be only distance mode of study and not regular mode of study, therefore code 2 will be recorded against Mode and programmes will be listed in the Table.

In column 1 and 2 of the table, names of the Faculties and Departments as applicable for each Programme will be selected from the list recorded in item 1 of this Block.

In Column 3 name and code of the level of the course offered in the department will be recorded. These codes are

Ph.D-1
M.Phil-2
Post Graduate-3
Under Graduate-4
PG Diploma-5
Diploma-6
Certificate-7
Integrated- 8

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

In columns (4) and (5) name and code of the Programme offered at each level as specified in column (3) will be recorded. Programme name and codes along with the name of the corresponding levels are given at **Annexure I** of the instruction manual. Since 'Programme/ Course' and 'Level' for Ph.D, M.Phil, PG Diploma, Diploma and Certificate level courses is same, in such cases entries in columns (4) and (5) will be same as made in the column (3) against these levels. Single Department may run programmes in different disciplines e.g. *Botany Department of BHU runs four courses such as M.Sc. Botany, M.Sc. Applied Microbiology, M.Sc. Environmental Science & Technology and M.Sc. Environmental Science*. In the next column (6), the name of the discipline/subject of study will be recorded. In column (7), each of these disciplines will be given running serial number within each Programme. *For example in case of M.Sc. Applied Microbiology, M.Sc. will be recorded under Programme name and Applied Microbiology will be recorded under Discipline name.* In column (8), name and code of the Broad Discipline Group to which this discipline belongs will be recorded. *In the above example, the Broad Discipline Group will be Microbiology.* Each Discipline is to be categorised in any one of the Broad Discipline Group. The list of Broad Discipline Groups along with codes is given at **Annexure II.**

Intake of the current academic year, which is the annual permitted strength of students, allowed for admission against the Discipline, will be recorded in column (9). Number of applicants, which had applied during the academic year for admission into the Discipline, will be recorded in column (10). Course Duration prescribed for each

Discipline in number of year and months will be recorded in columns (11) and (12) respectively. *For example, if a course is of the duration 2.5 years then '2' will be recorded in column (11) and '6' will be recorded in column (12). If for a programme there is no fixed duration, but the minimum duration of the programme is prescribed the minimum duration will be recorded in columns (11) and (12).*

If the programme is running under self financing mode then code 2 will be recorded in column (13) otherwise code 1 will be recorded. If the programme is running in self financing as well as general mode then the code 3 will be recorded in column (13). Paid seats will also be treated as self-financing for the purpose of survey.

System of Examination for each Programme & discipline as specified in column (6) will be recorded in column (14). Codes for examination system are

> *Annual- 1*
> *Semester -2*
> *Tri- Semester-3*

Item 2(ii): Programmes run through Colleges/ Recognised Centres/ PG Centres/ Off-Campus Centres listed in Block 1B will be listed in the Table after putting "√" in the box. This item is not applicable for Distance Mode of study. **No other details of these Programmes will be recorded in this format as these will be captured in DCF II.** The purpose of recording these programmes in University DCF is just to capture the complete list of Programmes being run by a University as there are many Universities which conducts Under Graduate Programme through colleges only.

Block 1D: Details of Staff – Teaching & Non-Teaching

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

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

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

Before recording the information in items 1(i), 1(ii) and 1(iii), Name of the Faculty/Department and their codes, wherever applicable will be recorded as listed in Block 1C. Separate sheet will be used for recording the information for each Faculty and Department. **It should be ensured that all the Teaching Staffs of the University are counted here.**

Item 1 (i): For each designation viz., Vice-Chancellor, Director, Pro- Vice-Chancellor, Principal, Professor & Equivalent, Associate Professor, Reader, Lecturer (Selection Grade), Assistant Professor, Lecturer (Senior Scale), Lecturer, Tutor, Demonstrator, Part-Time Teacher, Ad hoc Teacher, Temporary Teacher, Contract Teacher and Visiting Teacher, Grade Pay in column 2 will be recorded, if 6th pay commission is implemented, otherwise it will be left blank. In column 3, sanctioned strength and in subsequent columns, number of teachers in position as on Reference date will be recorded. The table will be filled only for those posts, which are applicable for the Institution. *It may so happen that the existing strength of the teachers at Professor and Associate Professor may be more than the respective sanctioned strength. This is because some of Associate Professor, Assistant Professor must have attained these levels through* **CAREER ADVANCEMENT SCHEME (CAS), *though they are working against the sanctioned strength of Assistant Professor.*** Although the list of designations as mentioned above is exhaustive, if an institution has designations with different nomenclatures, information will be recorded for its equivalent designations.

Wherever, recruitments are made through both direct entry and through Career Advancement Scheme (CAS), details of teachers in position through both these selection modes will be recorded in separate rows. Number of teachers in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of teachers and out of that the number of female teachers will be recorded separately. In the last two columns, total of all the four categories will be recorded separately for total teachers and female teachers. If SC, ST & OBC category-wise data is not available, total number of teachers in position will be recorded in columns (13) & (14) by leaving column (5) to column (12) blank and in column 15 (Remarks column), Code 1 will be recorded. It might happen that SC & ST category-wise data is available, but for OBC category data is not available separately, but it is included in General category, then columns (11) & (12) will be left blank and in column 15 (Remarks column), Code 2 will be recorded.

Item 1 (ii): This item is meant for recording the information in respect of teachers (out of total as recorded in item 1(i)) belonging to Persons with Disability (PWD) category separately. For each designation, number of post reserved for PWD and number of PWD teachers in position as on Reference date will be recorded. Number of PWD teachers in position will be recorded for General, SC, ST and OBC categories separately.

For each category, total number of PWD teachers and out of that the number of female teachers will be recorded separately. In the last two columns, total of all the four categories will be recorded separately for total teachers and female teachers. Although all the efforts should be made to collect the information under each category separately, if it is not made available by the Institution, only the last two columns for total will be filled and appropriate code in Remarks column will be recorded as explained in item 1(i).

Item 1 (iii): This item is meant for recording the information in respect of teachers belonging to religious minority category separately. Five religious communities, viz; Muslims, Christians, Sikhs, Buddhists and Zorastrians (Parsis) have been notified as minority communities by the Union Government. *The National Policy on Education, formulated in 1984, recognised Muslims as one of the most educationally 'backward' communities in the country.* Therefore, for Muslims, teachers in position as on Reference date will be recorded separately and information for all other religious minorities will be recorded together. Number of Muslims teachers and teachers of other religious minority in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of teachers and out of that the number of female teachers will be recorded separately. In the last two columns, total of all the four categories will be recorded separately for total teachers and female teachers. Although all the efforts should be made to collect the information under each category separately, if it is not made available by the Institution, only the last two columns for total will be filled. If data in regard to religious minorities are not maintained by the Institution, an "X" may be recorded in the box and the table will be left blank.

Item 2: This item is meant for recording the information in respect of Non-Teaching Staff and Library and Physical Education Staff of the University. Non-Teaching Staff posted in directorate of distance education/campus of open learning of dual mode university will also be included here. Information in respect of Library and Physical Education Staff will be recorded in separate sheets by entering Code 2 and 3 in the box.

Item 2 (i): Sanctioned strength of non-teaching staff under Group A, B, C and D category as prevalent in Central Government and number of staff in position as on Reference date will be recorded. Where such classification of staff is not in existence, the information will be recorded according to its equivalent categories. Number of staff in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of staff and out of that the number of female staff will be recorded separately. In the last two columns, total of all the four categories will be recorded separately for total staff and female staff. If SC, ST & OBC category-wise data is not available, total number of non-teaching staff will be recorded in columns (11) & (12) by leaving column (3) to column (10) blank and in column 13 (Remarks column),

Code 1 will be recorded. It might happen that SC & ST category-wise data is available, but for OBC category data is not available separately, but it is included in General category, then columns (9) & (10) will be left blank and in column 13 (Remarks column), Code 2 will be recorded.

Item 2 (ii): Similar as for item 1(ii)

Item 2 (iii): Similar as for item 1(iii)

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

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

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

Students' enrolled in the Ph.D. Programme of the Research Laboratories which are attached with the University for the purpose of awarding Ph.D. degree will be counted in the Ph.D. enrolment of the University and separate Data Capture Format will not be filled up for such Research Laboratories. *For example, Institute of Genomics & Integrative Biology, a CSIR Research Laboratory, is attached with University of Pune for awarding Ph.D degree. Students enrolled in the Laboratory will be added in the Ph.D enrolment of University of Pune and no separate DCF will be filled for the Institute of Genomics & Integrative Biology.*

Item 1: This item is meant for recording the information in respect of students enrolled under regular as well as distance mode of study in the University. For regular Mode of study, code 1 will be recorded against Mode and details of Students enrolled will be recorded in items 1(i), 1(ii) and 1(iii). Details of Students enrolled in Directorate of Distance Education/Campus of Open Learning of Dual Mode University will be recorded in separate sheet by recording code 2 against Mode. For Open University, there will be only distance mode of study and not regular mode of study, therefore code 2 will be recorded against Mode and details will be recorded in items 1(i), 1(ii) and 1(iii).

For Distance Mode, details of Students enrolled is to be collected Regional Centre-wise by recording the name of the Regional Centre in the box. For each Regional Centre, separate sheet is to be used.

Before recording the number of students enrolled in items 1(i), 1(ii) and 1(iii) names of the Faculties, Departments, Levels, Programmes and Disciplines and their codes will be selected from the list of Programmes recorded in Block 1C excluding those courses which are listed in item 2(ii) of Block 1C. **Enrolment is to be recorded for each Programme and Discipline.**

Foreign Students studying in the Institution will also be included as General Category students here.

Item 1 (i): Students registered as on Reference date in a discipline under self-financing mode and under general mode will be recorded in separate rows by recording General and Self-financing in column 8. From entry in column 13 of item 2 of Block 1C, it will be known that the particular programme is of General, Self-financing or Both types. If a type of programme is both, student enrolment must be recorded in separate rows for General and Self—financing types.

Students enrolled in each year of study of a particular programme will be recorded in separate rows, by recording 1st, 2nd etc. in column 9, *e.g. in case of Students enrolled in M.A. which is a two year programme, against 1st number of students enrolled in the M.A. 1st year and against 2nd number of students enrolled in M.A. 2nd year (as on reference date) will be recorded.* Thus for a Discipline, against each type, for each year student's enrolment is to be recorded. From, entry in column 11 and 12 of item 2 of Block 1C, the duration of each programme will be known. Thus if a programme is of duration of 2 years and 6 months and is of both type, for that discipline there will be entries of student's enrolment in six rows. *In such case entries in column 8 and 9 will be as follows:*

Column 8	*Column 9*
General	*1st*
Self-financing	*1st*
General	*2nd*
Self-financing	*2nd*
General	*3rd*
Self-financing	*3rd*

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

For Distance mode of study, data on year-wise students' enrolment is maintained as number of students registered in first year and number of students re-registered in subsequent years. In addition, data on number of students on Roll is also maintained and these data has also some meaning as such students can re-register anytime within the maximum prescribed duration of the programme. Therefore, for distance mode, after recording year-wise enrolment, for each discipline of a programme, number of

students on Roll will also be recorded in a separate row. *For example, in a MBA programme only 100 students took fresh admission in July, 2010 but there were some students who took admission in previous years and are still on rolls for MBA programme resulting into total enrolled students in MBA programme as on reference date to be 500. Here in the row against 'On Roll', 500 (NOT 100) will be recorded.*

Number of students enrolled for General, SC, ST and OBC categories will be recorded separately for total and girls (out of total) students in column (10) to column (17). In the columns (18) & (19), total of all the four categories will be recorded separately for total students and girls students. If SC, ST & OBC category-wise data is not available, total number of students enrolled will be recorded in columns (18) & (19) by leaving column (10) to column (17) blank and in column 20 (Remarks column), Code 1 will be recorded. It might happen that SC & ST category-wise data is available, but for OBC category data is not available separately, but it is included in General category, then columns (16) & (17) will be left blank and in column 20 (Remarks column), Code 2 will be recorded.

Item 1 (ii):   Out of the total students recorded in columns (10) to column (19), Number of PWD students will be recorded for General, SC, ST and OBC categories separately for total and girls (out of total) students in columns (21) to column (28). In the columns (29) & (30), total of all the four categories will be recorded separately for total PWD students and PWD girls' students. If SC, ST & OBC category-wise data is not available, total number of students enrolled will be recorded in columns (29) & (30) by leaving column (21) to column (28) blank and in column 31 (Remarks column), 1 will be recorded. It might happen that SC & ST category-wise data is available, but for OBC category data is included in General category, then columns (27) & (28) will be left blank and in column 31 (Remarks column), 2 will be recorded.

Item 1 (iii):   Number of students belonging to religious minority category out of the total students recorded in column (10) to column (19), will be recorded separately under column (32) to column (51). Five religious communities, viz; Muslims, Christians, Sikhs, Buddhists and Zorastrians (Parsis) have been notified as minority communities by the Union Government. The National Policy on Education, formulated in 1984, recognised Muslims as one of the most educationally 'backward' communities in the country. Therefore, for Muslims, students' enrolment as on Reference date will be recorded separately and information for all other religious minorities will be recorded together. Number of Muslims students and students of other religious minorities will be recorded for General, SC, ST and OBC categories separately for total and girls (out of total) students in column (32) to column (39) and in column (42) to column (49) . In the columns (40), (41), (50) and (51) total of Muslims students and students of other religious minorities will be recorded separately for total students and girls students.

If data on students' enrolment for religious minorities are not maintained by the Institution, an "X" may be recorded in the box.

Some of the programmes of Graduate level are spread over different Departments and the duration of programmes generally vary from 3 to 5 years, therefore the information for such programmes may not be collected from the Departments as this may lead to duplication *e.g. B.A.* programme *in Economics, Mathematics & Statistics is spread over 3 Departments*. To avoid duplication, information in respect of such programme will be collected from Faculties. Students enrolled in different combination of a particular programme will be added together to get the total enrolment of that particular programme. *For example, Students enrolled in B.A. (Economics, Mathematics, Statistics), B.A. (Sociology, Economics, History) etc will be added together to get the total enrolment of B.A. programme.*

Item 2: This item is designed for recording the separate information about the foreign students (those who are citizens of at least one country other than India) out of the total students enrolled in the Institution. Information on foreign students is kept separately in most of the Institutions and they are to be counted as General Category Students for the purpose of recording student enrolment in item 1. In column (1) the name of the country whose students are enrolled in the Institution will be recorded. Such information will normally be available with the foreign student cell of the university. Discipline–wise, number of students enrolled for each country will be recorded in column (7). Out of the total foreign students recorded in column (7), number of foreign girls' students will be recorded in columns (8).

Block 1F: Examination Result

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

Since university is the body for conducting examinations and awarding degrees, it conducts examination for all the students enrolled in its Colleges, Off-Campus Centres, PG Centres, and similar institutions affiliated with the university. Therefore information on examination results of all the students whether enrolled in university or its affiliated institutions will be collected from the university itself and will be recorded in this Block. Examination result of all the Institutions listed in Block 1B will be captured from the parent university. Thus examination results will be recorded for all

the programmes listed in Block 1C including those programmes, which are listed in item 2(ii) of Block 1C.

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

There are some students who appear as private students in the examination of the university. All such students will also be covered.

For regular Mode of study, 1 will be recorded against Mode and details will be recorded in the table. Details for Directorate of Distance Education/Campus of Open Learning of Dual Mode University will be recorded in separate sheet by recording code 2 against Mode. For Open University, there will be only distance mode of study and not regular mode of study, therefore code 2 will be recorded against Mode and details will be recorded in the table.

Before recording the number of students appeared and passed names of the Programmes and Disciplines and their codes will be copied from the list of Programmes recorded in Block 1 C including those courses which are listed in item 2(ii) of Block 1 C.

Examination Results of University and its teaching Departments will first be recorded by putting code 1 in the box and the number of students appeared and passed will be recorded in the table for each Discipline listed in Block 1C. Examination Results of Affiliated Institutions of the University will be collected separately in separate sheet by recording code 2 in the box.

In columns (1) and (2) name of Affiliated Institutions as listed in Block 1B of the University will be recorded. In case of University and its teaching Departments, these columns will be left blank. For each Discipline, Total number of students appearing in the final year of the Programme will be recorded in column (7) and out of that total; number of girls' student will be recorded in Column (8). For programme such as Ph.D, there is no meaning of appeared students; therefore columns (7) and (8) will be left blank. In column (9) total number of students who have passed the examination or completed the Programme will be recorded. Out of the total number of passed out students, number of girls' students passed will be recorded in column (10).

Block 1G: Details about Finance

This block is designed for recording the **details about Receipt and Expenditure of the university**. This information may be used to find out per student expenditure on higher education which is a very important indicator but not available at present.

Receipt & Expenditure of the institutions affiliated with the university and listed in Block 1B will NOT be recorded in this block. Details for these Institutions will be collected in a separate Data Capture Format.

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

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

Block 1H: Details about Infrastructure

All the items in this block are self explanatory. If a particular item is available in the university, a tick mark is to be put against the box relating to that item.

Block 1I: Remarks

In the box provided, any comments, which are important and relevant to the information furnished in other blocks, may be recorded by the Nodal Officer designated by the University or by the officials involved in the data collection.

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

This format is designed to collect the information in respect of higher education from Colleges/Institutions, affiliated/recognized by the University. Data in respect of all the Institutions listed in Block 1B of DCF-I except Regional Centres/Study Centres of Open/Dual Mode Universities will be filled in this format. This constitute

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

Summary description of the schedule: Data Capture Format II consists of 8 blocks. The first two blocks, viz. Block 2A and Block 2B are to be used for recording basic structure of the College/Institution, its Faculties/Schools, Departments/Centres and the Programmes. Faculties/Schools, Departments/Centres and Programmes listed in Block 2B will form the basis/ masters for filling up of Blocks 2C and 2D.

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

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

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

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

Availability of Infrastructure will be recorded in Block 2G.

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

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

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

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

Block 2C: Staff Information – Teaching & Non Teaching

Block 2D: Student Enrolment

Block 2E: Examination Results

Block 2F: Financial Information

Block 2G: Infrastructure Related Information

Block 2H: Remarks

Details of the DATA CAPTURE FORMAT

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

This block is designed for recording basic information of the College/Institution.

Item 1: Here the name of the College/Institution will be recorded.

Item 2: Here the address particulars, the name of the website and total area in acre of the College/Institution will be recorded. Although all efforts should be made to collect the information on total constructed area in square meter (Item 2(vi)), if it is not available 'NA' will be recorded.

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

Item 4: Details of the person who is nominated by the College/Institution for providing the information in this DCF will be recorded. This person will be the resource person for furnishing the information during future surveys also.

Item 5a: The name and the code of the University to which College/Institution is attached will be recorded in the two boxes. If it is a PG Centre/Off-Campus Centre, the name of the main university of which it is the PG Centre/Off-Campus Centre will be recorded.

Item 5b: The code of the Statutory Body through which the College/Institution is recognized will be recorded in the box. In case of Others, in the adjacent box, the name of the Statutory Body will be written. The codes are

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

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

Item 7: Code of the area where the Administrative Unit of the College/Institution is located will be recorded. The codes are for *Rural-1, Urban-2*.

Item 8: The code for the type of College/Institution will be recorded here. The codes are

> *Affiliated College - 1*
> *Constituent College - 2*
> *PG Centre - 3*
> *Off -Campus Centre - 4*
> *Others (Please Specify) - 9*

Examples for Others: NIMMS will be belonging to Others type, therefore, 9 will be recorded in the first box and in the adjacent box "Recognised by Utkal University" will be written.

Item 9: If the College has been given autonomous status by UGC, code 1 will be recorded otherwise code 2 will be recorded.

Item 10: The code for the management of College/Institution will be recorded here. The codes are

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

Item 11: If the College/Institution is exclusively meant for one particular specialized field i.e. the College/Institution concentrates on developing experts in a particular skill or area, code 1 will be recorded in 11(i) and the code for the particular specialization will be recorded in 11(ii), otherwise code 2 will be recorded in 11(i) and 11(ii) will be left blank. The codes for 11(ii) are

> *Agriculture – 1*
> *Medical – 2*
> *Law – 3*
> *Technical – 4*
> *Veterinary – 5*
> *Others (Please Specify) - 9*

Item 12: If the College/Institution is imparting education in the evening only, code 1 will be recorded otherwise code 2 will be recorded.

Item 13: If the College/Institution is providing admission to girls' students only, code 1 will be recorded; otherwise code 2 will be recorded.

Item 14: If residential accommodation for teaching and/or non-teaching staff is available (either within campus or outside the campus of the College/Institution) code 1 will be recorded in 14(i) and their number will be recorded in 14(ii) separately for teaching and non-teaching staff, otherwise code 2 will be recorded in 14(i) and 14(ii) will be left blank. If residential accommodation for a particular category is not available, '0' will be recorded against that category in 14(ii). Against 'Total' sum of the numbers of accommodation for both categories will be recorded. If quarters for teaching and non-teaching staff are not separately available, only number against total may be recorded. Further, if the quarters, for teaching and non-teaching staff are allotted from the pool of quarters of several institutions/offices, the numbers, which are occupied by the staff of this Institution, will be recorded against respective categories.

Item 15: If hostel for students is available (either within campus or outside the campus of the College/Institution) code 1 will be recorded in 15(i) and the name, intake capacity and number of students residing in the hostel will be recorded in 15(ii) separately for boys hostel, girls hostel and other type of hostel, otherwise code 2 will be recorded in 15(i) and 15(ii) will be left blank. If the hostel does not have any name then the description by which it is identified will be recorded under column 'Name of Hostel'. Other type of Hostels may include, hostel for married students, transit hostel etc.

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

This block is designed for recording the details of Faculties & Departments coming under the ambit of Colleges, Off-Campus Centres, PG Centres and similar institutions for which this DCF is being filled. It may be noted that Faculty and School is synonyms and also Department and Centre is synonyms.

Item 1: Name of the Faculty and its code as running serial number will be recorded in the box. Name and code (as serial number, when arranged in alphabetical order) of the Department under the Faculty will be recorded in the Table. If the number of Departments under one faculty exceeds 13, additional sheet(s) will be used, if filled in hard copy of the Format.

Generally there is no concept of Faculty in the College/Institution and only Departments exists *e.g. in Miranda House affiliated to University of Delhi*, only Departments exists and courses are offered in Departments. In such cases only Department name will be recorded and faculty name will be left blank.

Separate sheet would be used for each Faculty.

Item 2: Programmes offered through Regular Mode as well as Distance Mode of Study under each Department listed in Item 1 will be recorded here. For regular Mode of study, 1 will be recorded against Mode. If Programmes are run directly through Faculty, "√" will be put in its adjacent box, if the Programmes are run through Departments "√" will be put in its adjacent box, if there are Other Programmes (which are neither run through Faculty nor through Departments), "√" will be put in its adjacent box. There may be "√" in one, two or all the three boxes, depending upon the applicability. For the Programmes run directly through Faculty, a "-"will be put in column 2 under Department and for the Programmes run through Departments, in column 1 under Faculty, the name of Faculty (if the Department are within a Faculty), will be recorded in the Table. It might happen that the Institutions are comprised of

Departments only, in that case, a "-"will be put in column 1 of the Table. There might be Programmes directly run by the Institution (Not through its Faculty and Department), in that case "-"will be put in both columns 1 and 2. Generally in colleges, programmes are not run through its Faculty or Department. **In might be ensured that all the academic Programmes conducted by the College are recorded in the table.** If a Faculty/ Department runs more than one programmes of same level all the programmes will be listed. *For example, Department of Mathematics of Miranda House a constituent college under University of Delhi runs two Graduate Level programmes viz B.A & B.Sc, both these programmes will be listed.*

In case the College/Institution offers Programmes through Distance Mode also, these will be listed in separate sheet by recording code 2 against Mode.

In columns 1 and 2 of the table, names of the Faculties and Departments as applicable for each Programme will be selected from the list recorded in item 1 of this Block.

In Column 3 name and code of the level of the course offered in the department will be recorded. These codes are

> *Ph.D-1*
> *M.Phil-2*
> *Post Graduate-3*
> *Under Graduate-4*
> *PG Diploma-5*
> *Diploma-6*
> *Certificate-7*
> *Integrated- 8*

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

In columns (4) and (5) name and code of the Programme offered at each level as specified in column (3) will be recorded. Programme name and codes along with the name of the corresponding levels are given at **Annexure I** of the instruction manual. Since 'Programme/Course' and 'Level' for Ph.D, M.Phil, PG Diploma, Diploma and Certificate level courses is same, in such cases entries in columns (4) and (5) will be same as made in the column (3) against these levels. Single Department may run programmes in different disciplines. In the next column (6), the name of the discipline/subject of study will be recorded. In column (7), each of these disciplines will be given running serial number within each Programme. *For example in case of M.Sc.*

Botany, M.Sc. will be recorded under Programme name and Botany will be recorded under Discipline name. In column (8), name and code of the Broad Discipline Group to which this discipline belongs will be recorded. Each Discipline is to be categorised in any one of the Broad Discipline Group. The list of Broad Discipline Groups along with codes is given at **Annexure II.**

Intake of the current academic year, which is the annual permitted strength of students, allowed for admission against the Discipline, will be recorded in column (9). Number of applicants, which had applied during the academic year for admission into the Discipline, will be recorded in column (10). Course Duration prescribed for each Discipline in number of year and months will be recorded in columns (11) and (12) respectively. *For example, if a course is of the duration 2.5 years then '2' will be recorded in column (11) and '6' will be recorded in column (12). If for a programme there is no fixed duration, but the minimum duration of the programme is prescribed the minimum duration will be recorded in columns (11) and (12).*

If the programme is running under self financing mode then code 2 will be recorded in column (13) otherwise code 1 will be recorded. If the programme is running in self financing as well as general mode then the code 3 will be recorded in column (13). Paid seats will also be treated as self-financing for the purpose of survey.

System of Examination for each Programme & discipline as specified in column (6) will be recorded in column (14). Codes for examination system are

> *Annual- 1*
> *Semester -2*
> *Tri- Semester-3*

In Column (15), the name of the University or the Statutory Body through which the programme is approved will be recorded. For example, *B.Sc.(Hons) & M.Sc. in Bio-Technology programmes of National Institute of Medical & Management Studies (NIMMS), Bhubneshwar are recognized by Utkal University whereas Special B.Ed. Programme is approved by Rehabilitation Council of India.*

Block 2C: Details of Staff – Teaching & Non-Teaching

This block is designed for recording the details of Teaching and non-Teaching staff of the College/Institution. For Non-teaching staff, details of Library and Physical Education staff will be collected separately. Staff of the main university will NOT be

counted for the purpose of recording in this block. Details for them will be collected from the University.

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

Before recording the information in items 1(i), 1(ii) and 1(iii), Name of the Faculty/Department and their codes, wherever applicable will be recorded as listed in Block 2B. Separate sheet will be used for recording the information for each Faculty and Department. **It should be ensured that all the Teaching Staffs of the College/ Institution are counted here.**

Item 1 (i):   For each designation viz., Vice-Chancellor, Director, Pro- Vice-Chancellor, Principal, Professor & Equivalent, Associate Professor, Reader, Lecturer (Selection Grade), Assistant Professor, Lecturer (Senior Scale), Lecturer, Tutor, Demonstrator, Part-Time Teacher, Ad hoc Teacher, Temporary Teacher, Contract Teacher and Visiting Teacher, Grade Pay in column 2 will be recorded, if 6th pay commission is implemented, otherwise it will be left blank. In column 3, sanctioned strength and in subsequent columns, number of teachers in position as on Reference date will be recorded. The table will be filled only for those posts, which are applicable for the Institution. *It may so happen that the existing strength of the teachers at Professor and Associate Professor may be more than the respective sanctioned strength. This is because some of Associate Professor, Assistant Professor must have attained these levels through* **CAREER ADVANCEMENT SCHEME** *(CAS), though they are working against the sanctioned strength of Assistant Professor.* Although the list of designations as mentioned above is exhaustive, if an institution has designations with different nomenclatures, information will be recorded for its equivalent designations.

Wherever, recruitments are made through both direct entry and through Career Advancement Scheme (CAS), details of teachers in position through both these selection modes will be recorded in separate rows. Number of teachers in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of teachers and out of that the number of female teachers will be recorded separately. In the last two columns, total of all the four categories will be recorded separately for total teachers and female teachers. If SC, ST & OBC category-wise data is not available, total number of teachers in position will be recorded in columns (13) & (14) by leaving column (5) to column (12) blank and in column 15 (Remarks column), Code 1 will be recorded. It might happen that SC & ST category-wise data is available, but for OBC category data is not available separately, but it is included in General category, then columns (11) & (12) will be left blank and in column 15 (Remarks column), Code 2 will be recorded.

Item 1 (ii):   This item is meant for recording the information in respect of teachers (out of total as recorded in item 1(i)) belonging to Persons with Disability (PWD) category separately. For each designation, number of post reserved for PWD and number of PWD teachers in position as on Reference date will be recorded. Number of PWD teachers in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of PWD teachers and out of that the number of female teachers will be recorded separately. In the last two columns, total of all the four categories will be recorded separately for total teachers and female teachers. Although all the efforts should be made to collect the information under each category separately, if it is not made available by the Institution, only the last two columns for total will be filled and appropriate code in Remarks column will be recorded as explained in item 1(i).

Item 1 (iii):   This item is meant for recording the information in respect of teachers belonging to religious minority category separately. Five religious communities, viz; Muslims, Christians, Sikhs, Buddhists and Zorastrians (Parsis) have been notified as minority communities by the Union Government. *The National Policy on Education, formulated in 1984, recognised Muslims as one of the most educationally 'backward' communities in the country.* Therefore, for Muslims, teachers in position as on Reference date will be recorded separately and information for all other religious minorities will be recorded together. Number of Muslims teachers and teachers of other religious minority in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of teachers and out of that the number of female teachers will be recorded separately. In the last two columns, total of all the four categories will be recorded separately for total teachers and female teachers. Although all the efforts should be made to collect the information under each category separately, if it is not made available by the Institution, only the last two columns for total will be filled. If data in regard to religious minorities are not maintained by the Institution, an "X" may be recorded in the box and the table will be left blank.

Item 2: This item is meant for recording the information in respect of Non-Teaching Staff and Library and Physical Education Staff of the College/Institution. Information in respect of Library and Physical Education Staff will be recorded in separate sheets by entering Code 2 and 3 in the box.

Item 2 (i):   Sanctioned strength of non-teaching staff under Group A, B, C and D category as prevalent in Central Government and number of staff in position as on Reference date will be recorded. Where such classification of staff is not in existence, the information will be recorded according to its equivalent categories. Number of staff in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of staff and out of that the number of female staff will be

recorded separately. In the last two columns, total of all the four categories will be recorded separately for total staff and female staff. If SC, ST & OBC category-wise data is not available, total number of non-teaching staff will be recorded in columns (11) & (12) by leaving column (3) to column (10) blank and in column 13 (Remarks column), Code 1 will be recorded. It might happen that SC & ST category-wise data is available, but for OBC category data is not available separately, but it is included in General category, then columns (9) & (10) will be left blank and in column 13 (Remarks column), Code 2 will be recorded.

Item 2 (ii):   Similar as for item 1(ii)

Item 2 (iii):   Similar as for item 1(iii)

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

This block is designed for recording the **Number of Students studying in the College/ Institution i.e. Student Enrolment** in each Discipline. Number of Students enrolled in the main University will NOT be recorded in this block. Details for them will be collected from the University.

Item 1: This item is meant for recording the information in respect of students enrolled under regular as well as distance mode of study in the College/ Institution. For regular Mode of study, code 1 will be recorded against Mode and details of Students enrolled will be recorded in items 1(i), 1(ii) and 1(iii). Details of Students enrolled in Distance Mode will be recorded in separate sheet by recording code 2 against Mode.

Before recording the number of students enrolled in items 1(i), 1(ii) and 1(iii) names of the Faculties, Departments, Levels, Programmes and Disciplines and their codes will be selected from the list of Programmes recorded in Block 2B. **Enrolment is to be recorded for each Programme and Discipline.**

Foreign Students studying in the Institution will also be included as General Category students here.

Item 1 (i):   Students registered as on Reference date in a discipline under self-financing mode and under general mode will be recorded in separate rows by recording General and Self-financing in column 8. From entry in column 13 of item 2 of Block 2B, it will be known that the particular programme is of General, Self-financing or Both

types. If a type of programme is both, student enrolment must be recorded in separate rows for General and Self—financing types.

Students enrolled in each year of study of a particular programme will be recorded in separate rows, by recording 1st, 2nd etc. in column 9, *e.g. in case of Students enrolled in B.A. which is a three year programme, against 1st number of students enrolled in the B.A. 1st year, against 2nd number of students enrolled in B.A. 2nd year and against 3rd number of students enrolled in B.A. 3rd year (as on reference date) will be recorded.* Thus for a Discipline, against each type, for each year student's enrolment is to be recorded. From, entry in column 11 and 12 of item 2 of Block 2B, the duration of each programme will be known. Thus if a programme is of duration of 3 years and is offered through self-financing only, for that discipline there will be entries of student's enrolment in three rows. *In such case entries in column 8 and 9 will be as follows:*

Column 8	*Column 9*
Self-financing	*1st*
Self-financing	*2nd*
Self-financing	*3rd*

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

For Distance mode of study, data on year-wise students' enrolment is maintained as number of students registered in first year and number of students re-registered in subsequent years. In addition, data on number of students on Roll is also maintained and these data has also some meaning as such students can re-register anytime within the maximum prescribed duration of the programme. Therefore, for distance mode, after recording year-wise enrolment, for each discipline of a programme, number of students on Roll will also be recorded in a separate row. *For example, in a MBA programme only 100 students took fresh admission in July, 2010 but there were some students who took admission in previous years and are still on rolls for MBA programme resulting into total enrolled students in MBA programme as on reference date to be 500. Here in the row against 'On Roll', 500 (NOT 100) will be recorded.*

Number of students enrolled for General, SC, ST and OBC categories will be recorded separately for total and girls (out of total) students in column (10) to column (17). In the columns (18) & (19), total of all the four categories will be recorded separately for total students and girls students. If SC, ST & OBC category-wise data is not available, total number of students enrolled will be recorded in columns (18) & (19) by leaving column (10) to column (17) blank and in column 20 (Remarks column), Code 1 will be recorded. It might happen that SC & ST category-wise data is available, but for OBC category data is not available separately, but it is included in General category, then columns (16) & (17) will be left blank and in column 20 (Remarks column), Code 2 will be recorded.

Item 1 (ii): Out of the total students recorded in columns (10) to column (19), Number of PWD students will be recorded for General, SC, ST and OBC categories separately for total and girls (out of total) students in columns (21) to column (28). In the columns (29) & (30), total of all the four categories will be recorded separately for total PWD students and PWD girls' students. If SC, ST & OBC category-wise data is not available, total number of students enrolled will be recorded in columns (29) & (30) by leaving column (21) to column (28) blank and in column 31 (Remarks column), 1 will be recorded. It might happen that SC & ST category-wise data is available, but for OBC category data is included in General category, then columns (27) & (28) will be left blank and in column 31 (Remarks column), 2 will be recorded.

Item 1 (iii): Number of students belonging to religious minority category out of the total students recorded in column (10) to column (19), will be recorded separately under column (32) to column (51). Five religious communities, viz; Muslims, Christians, Sikhs, Buddhists and Zorastrians (Parsis) have been notified as minority communities by the Union Government. The National Policy on Education, formulated in 1984, recognised Muslims as one of the most educationally 'backward' communities in the country. Therefore, for Muslims, students' enrolment as on Reference date will be recorded separately and information for all other religious minorities will be recorded together. Number of Muslims students and students of other religious minorities will be recorded for General, SC, ST and OBC categories separately for total and girls (out of total) students in column (32) to column (39) and in column (42) to column (49) . In the columns (40), (41), (50) and (51) total of Muslims students and students of other religious minorities will be recorded separately for total students and girls students.

If data on students' enrolment for religious minorities are not maintained by the Institution, an "X" may be recorded in the box.

Some of the programmes of Graduate level are spread over different Departments and the duration of programmes generally vary from 3 to 5 years, therefore the information for such programmes may not be collected from the Departments as this may lead to duplication *e.g. B.A.* programme *in Economics, Mathematics & Statistics is spread over 3 Departments*. It should be ensured that there is no double counting of students. Students enrolled in different combination of a particular programme will be added together to get the total enrolment of that particular programme. *For example, Students enrolled in B.A. (Economics, Mathematics, Statistics), B.A. (Sociology, Economics, History) etc will be added together to get the total enrolment of B.A. programme.*

Item 2: This item is designed for recording the separate information about the foreign students (those who are citizens of at least one country other than India) out of the total students enrolled in the Institution. Information on foreign students is kept separately in most of the Institutions and they are to be counted as General Category Students for

the purpose of recording student enrolment in item 1. In column (1) the name of the country whose students are enrolled in the Institution will be recorded. Such information will normally be available with the foreign student cell of the university to which the College is affiliated. Discipline–wise, number of students enrolled for each country will be recorded in column (7). Out of the total foreign students recorded in column (7), number of foreign girls' students will be recorded in columns (8).

Block 2E: Examination Results

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

Since university is the only body for conducting examinations and awarding of degrees, it conducts examination for all the students enrolled in its Colleges, Off-Campus Centres, PG Centres, and similar institutions affiliated with the university. Therefore information of examination results of all the students whether enrolled in university or its affiliated institutions will be collected from the university itself and will be NOT recorded in this Block. Examination results of only those Colleges/Institutions, which conduct examinations independently and not through their parent university will be recorded here. *For example, Udai Pratap Autonomous College, Varanasi is autonomous colleges affiliated to Mahatma Gandhi Kashi Vidyapeeth, Varanasi conducts its own examination and therefore, information in respect of examination result will be collected from college and NOT from the parent University.*

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

There are some students who appear as private students in the examination. All such students will also be covered.

For regular Mode of study, 1 will be recorded against Mode and details will be recorded in the table. Details for Distance Mode will be recorded in separate sheet by recording code 2 against Mode.

Before recording the number of students appeared and passed names of the Programmes and Disciplines and their codes will be copied from the list of Programmes recorded in Block 2B.

For each Discipline, Total number of students appearing in the final year of the Programme will be recorded in column (5) and out of that total; number of girls' student will be recorded in Column (6). For programme such as Ph.D, there is no meaning of appeared students; therefore columns (5) and (6) will be left blank. In column (7) total number of students who have passed the examination or completed the Programme will be recorded. Out of the total number of passed out students, number of girls' students passed will be recorded in column (8).

Block 2F: Details about Finance

This block is designed for recording the **details about Receipt and Expenditure of the College/Institution**. This information may be used to find out per student expenditure on higher education which is a very important indicator but not available at present.

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

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

Block 2G: Details about Infrastructure

All the items in this block are self explanatory. If a particular item is available in the university, a tick mark is to be put against the box relating to that item.

Block 2H: Remarks

In the box provided, any comments, which are important and relevant to the information furnished in other blocks, may be recorded by the Nodal Officer designated by the College/Institution or by the officials involved in the data collection.

CHAPTER 5: INSTRUCTIONS FOR FILLING-UP
DATA CAPTURE FORMAT III

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

- Indian Institute of Management (IIM), All such institutions such as Management Institutes other than IIM and Polytechnic Institutions, which are conducting those Programmes, which are recognized by AICTE *e.g. Institute of Management Technology, Gaziabad*
- Nursing Institutes, District Institute of Educational Training (DIET), Computer Institutes, Institutes of Charted Accountancy, Company Secretary & Actuarial Science.

Summary description of the schedule: Data Capture Format III consists of 8 blocks. The first two blocks, viz. Block 3A and Block 3B are to be used for recording basic structure of the Institution, its Faculties & Departments and the Programmes being conducted in each Department. Faculties, Departments and Programmes listed in Block 3B will form the basis/ masters for filling up of Blocks 3C and 3D.

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

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

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

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

Availability of Infrastructure will be recorded in Block 3G.

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

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

Block 3A: Basic Information of the Institution
Block 3B: Details of Courses offered by the Institution
Block 3C: Staff Information – Teaching & Non Teaching
Block 3D: Student Enrolment
Block 3E: Examination Results
Block 3F: Financial Information
Block 3G: Infrastructure Related Information
Block 3H: Remarks

Details of the DATA CAPTURE FORMAT

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

This block is designed for recording basic information of the Institution.

Item 1: Here the name of the Institution will be recorded.

Item 2: Here the address particulars, the name of the website and total area in acre of the Institution will be recorded. Although all efforts should be made to collect the information on total constructed area in square meter (Item 2(vi)), if it is not available 'NA' will be recorded.

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

Item 4: Details of the person who is nominated by the Institution for providing the information in this DCF will be recorded. This person will be the resource person for furnishing the information during future surveys also.

Item 5: The code of the Statutory Body to which the Institution is recognized will be recorded in the box. The codes are

Central Government – 1
Nursing Council of India (NCI) – 2
National Council of Teacher Education (NCTE) – 3
Rehabilitation Council of India (RCI) – 4
State Government – 5
All India Council for Technical Education (AICTE) – 6
Institute of Charted Accountants of India (ICAI) – 7
Institute of Company Secretaries of India (ICSI) – 8
Institute of Actuaries of India (IAI) - 9
Others (Please Specify) - 19

For example, District Institute of Education & Training, Ahemadabad is recognized by Gujarat Council of Education Research & Training, therefore 6 will be recorded in the box.

Item 6: The year in which the Institution is recognized to the Statutory Body will be recorded in the box.

Item 7: Code of the area where the Administrative Unit of the Institution is located will be recorded in the box. The codes are for *Rural-1, Urban-2.*

Item 8: The code for the type of Institution will be recorded here. The codes are

Indian Institute of Management - 1
Other Management Institute - 2
Polytechnic - 3
Nursing Institute – 4
District Institute of Educational Training – 5
Computer Institute – 6
Charted Accountancy – 7
Company Secretary – 8
Actuarial Science - 9
Others (Please Specify) - 19

Item 9: If the Degree is awarded through any University/Body, code 1 will be recorded in 9(i) and the name and code of the University/Body will be recorded in the two boxes in 9(ii), otherwise code 2 will be recorded in 9(i). If for different Programmes conducted in the Institution, degrees are awarded by different Universities/Bodies, 9 will be recorded in 9(i). In such cases, in item 2 of block 3B in column 15, names of the Universities/ Statutory Bodies will be recorded against all the Programmes.

Item 10: The code for the management of Institution will be recorded here. The codes are

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

Item 11: If the Institution is providing admission to girls' students only, code 1 will be recorded; otherwise code 2 will be recorded.

Item 12: If residential accommodation for teaching and/or non-teaching staff is available (either within campus or outside the campus of the Institution) code 1 will be recorded in 12(i) and their number will be recorded in 12(ii) separately for teaching and non-teaching staff, otherwise code 2 will be recorded in 12(i) and 12(ii) will be left blank. If residential accommodation for a particular category is not available, '0' will be recorded against that category in 12(ii). Against 'Total' sum of the numbers of accommodation for both categories will be recorded. If quarters for teaching and non-teaching staff are not separately available, only number against total may be recorded. Further, if the quarters, for teaching and non-teaching staff are allotted from the pool of quarters of several institutions/offices, the numbers, which are occupied by the staff of this Institution, will be recorded against respective categories.

Item 13: If hostel for students is available (either within campus or outside the campus of the Institution) code 1 will be recorded in 13(i) and the name, intake capacity and number of students residing in the hostel will be recorded in 13(ii) separately for boys hostel, girls hostel and other type of hostel, otherwise code 2 will be recorded in 13(i) and 13(ii) will be left blank. If the hostel does not have any name then the description by which it is identified will be recorded under column 'Name of Hostel'. Other type of Hostels may include, hostel for married students, transit hostel etc.

Block 3B: Details of Programmes offered by the Institution

This block is designed for recording the details of Faculties & Departments coming under the ambit of Institution.

Item 1: Generally in Stand-Alone Institutions Faculty does not exist. However, if applicable, name of the Faculty and its code as running serial number will be recorded in the box. Name and code (as serial number, when arranged in alphabetical order) of the Department will be recorded in the Table. If Department also does not exist, this item will be left blank.

Item 2: Programmes offered through Regular Mode as well as Distance Mode of Study will be recorded here. For regular Mode of study, 1 will be recorded against Mode. **In might be ensured that all the academic Programmes conducted by the Institution are recorded in the table.**

In case the College/Institution offers Programmes through Distance Mode also, these will be listed in separate sheet by recording code 2 against Mode.

In columns 1 and 2 of the table, names of the Faculties and Departments, if applicable, for each Programme will be selected from the list recorded in item 1 of this Block.

In Column 3 name and code of the level of the course offered in the department will be recorded. These codes are

Ph.D-1
M.Phil-2
Post Graduate-3
Under Graduate-4
PG Diploma-5
Diploma-6
Certificate-7
Integrated- 8

In columns (4) and (5) name and code of the Programme offered at each level as specified in column (3) will be recorded. Programme name and codes along with the name of the corresponding levels are given at **Annexure I** of the instruction manual. Since 'Programme/Course' and 'Level' for Ph.D, M.Phil, PG Diploma, Diploma and Certificate level courses is same, in such cases entries in columns (4) and (5) will be same as made in the column (3) against these levels. Single Department may run programmes in different disciplines. In the next column (6), the name of the discipline/subject of study will be recorded. In column (7), each of these disciplines will be given running serial number within each Programme. *For example in case of Diploma in Civil Engineering, Diploma will be recorded under Programme name and Civil Engineering will be recorded under Discipline name.* In column (8), name and code of the Broad Discipline Group to which this discipline belongs will be recorded. *In case of above example Civil Engineering will be selected from Broad Discipline Group also.* Each Discipline is to be categorised in any one of the Broad Discipline Group. The list of Broad Discipline Groups along with codes is given at **Annexure II.**

Intake of the current academic year, which is the annual permitted strength of students, allowed for admission against the Discipline, will be recorded in column (9). Number of

applicants, which had applied during the academic year for admission into the Discipline, will be recorded in column (10). All efforts should be made to collect this information, if not available, it may be left blank and a remark may be given in Block 3H. Course Duration prescribed for each Discipline in number of year and months will be recorded in columns (11) and (12) respectively. *For example, if a course is of the duration 2.5 years then '2' will be recorded in column (11) and '6' will be recorded in column (12).*

If the programme is running under self financing mode then code 2 will be recorded in column (13) otherwise code 1 will be recorded. If the programme is running in self financing as well as general mode then the code 3 will be recorded in column (13). Paid seats will also be treated as self-financing for the purpose of survey.

System of Examination for each Programme & discipline as specified in column (6) will be recorded in column (14). Codes for examination system are

> *Annual- 1*
> *Semester -2*
> *Tri- Semester-3*

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

Block 3C: Details of Staff – Teaching & Non-Teaching

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

Item 1: This item is meant for recording the information in respect of Teaching Staff of the Institute. **It should be ensured that all the Teaching Staffs of the Institution are counted here.**

Item 1 (i):   The table will be filled only for those posts, which are applicable for the Institution. An exhaustive list of designations viz., Vice-Chancellor, Director, Pro- Vice-Chancellor, Principal, Professor & Equivalent, Associate Professor, Reader, Lecturer (Selection Grade), Assistant Professor, Lecturer (Senior Scale), Lecturer, Tutor, Demonstrator, Part-Time Teacher, Ad hoc Teacher, Temporary Teacher, Contract Teacher and Visiting Teacher is given. **If an institution has designations with different nomenclatures, information will be recorded for its equivalent designations.** Grade

Pay in column 2 will be recorded, if 6th pay commission is implemented, otherwise it will be left blank. In column 3, sanctioned strength and in subsequent columns, number of teachers in position as on Reference date will be recorded.

Wherever, recruitments are made through both direct entry and through Career Advancement Scheme (CAS), details of teachers in position through both these selection modes will be recorded in separate rows. Number of teachers in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of teachers and out of that the number of female teachers will be recorded separately. In the last two columns, total of all the four categories will be recorded separately for total teachers and female teachers. If SC, ST & OBC category-wise data is not available, total number of teachers in position will be recorded in columns (13) & (14) by leaving column (5) to column (12) blank and in column 15 (Remarks column), Code 1 will be recorded. It might happen that SC & ST category-wise data is available, but for OBC category data is not available separately, but it is included in General category, then columns (11) & (12) will be left blank and in column 15 (Remarks column), Code 2 will be recorded.

Item 1 (ii): This item is meant for recording the information in respect of teachers (out of total as recorded in item 1(i)) belonging to Persons with Disability (PWD) category separately. For each designation, number of post reserved for PWD and number of PWD teachers in position as on Reference date will be recorded. Number of PWD teachers in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of PWD teachers and out of that the number of female teachers will be recorded separately. In the last two columns, total of all the four categories will be recorded separately for total teachers and female teachers. Although all the efforts should be made to collect the information under each category separately, if it is not made available by the Institution, only the last two columns for total will be filled and appropriate code in Remarks column will be recorded as explained in item 1(i).

Item 1 (iii): This item is meant for recording the information in respect of teachers belonging to religious minority category separately. Five religious communities, viz; Muslims, Christians, Sikhs, Buddhists and Zorastrians (Parsis) have been notified as minority communities by the Union Government. *The National Policy on Education, formulated in 1984, recognised Muslims as one of the most educationally 'backward' communities in the country.* Therefore, for Muslims, teachers in position as on Reference date will be recorded separately and information for all other religious minorities will be recorded together. Number of Muslims teachers and teachers of other religious minority in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of teachers and out of that the number of female

teachers will be recorded separately. In the last two columns, total of all the four categories will be recorded separately for total teachers and female teachers. Although all the efforts should be made to collect the information under each category separately, if it is not made available by the Institution, only the last two columns for total will be filled. If data in regard to religious minorities are not maintained by the Institution, an "X" may be recorded in the box and the table will be left blank.

Item 2: This item is meant for recording the information in respect of Non-Teaching Staff and Library and Physical Education Staff of the Institution. Information in respect of Library and Physical Education Staff will be recorded in separate sheets by entering Code 2 and 3 in the box.

Item 2 (i): Sanctioned strength of non-teaching staff under Group A, B, C and D category as prevalent in Central Government and number of staff in position as on Reference date will be recorded. **Where such classification of staff is not in existence, the information will be recorded according to its equivalent categories.** Number of staff in position will be recorded for General, SC, ST and OBC categories separately. For each category, total number of staff and out of that the number of female staff will be recorded separately. In the last two columns, total of all the four categories will be recorded separately for total staff and female staff. If SC, ST & OBC category-wise data is not available, total number of non-teaching staff will be recorded in columns (11) & (12) by leaving column (3) to column (10) blank and in column 13 (Remarks column), Code 1 will be recorded. It might happen that SC & ST category-wise data is available, but for OBC category data is not available separately, but it is included in General category, then columns (9) & (10) will be left blank and in column 13 (Remarks column), Code 2 will be recorded.

Item 2 (ii):   Similar as for item 1(ii)

Item 2 (iii):   Similar as for item 1(iii)

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

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

Item 1: This item is meant for recording the information in respect of students enrolled under regular as well as distance mode of study in the Institution. For regular Mode of study, code 1 will be recorded against Mode and details of Students enrolled will be

recorded in items 1(i), 1(ii) and 1(iii). Details of Students enrolled in Distance Mode will be recorded in separate sheet by recording code 2 against Mode.

Enrolment is to be recorded for each Programme and Discipline recorded in Block 3B.

Foreign Students studying in the Institution will also be included as General Category students here.

Item 1 (i):   Students registered as on Reference date in a discipline under self-financing mode and under general mode will be recorded in separate rows by recording General and Self-financing in column 8. From entry in column 13 of item 2 of Block 3B, it will be known that the particular programme is of General, Self-financing or Both types. If a type of programme is both, student enrolment must be recorded in separate rows for General and Self—financing types.

Students enrolled in each year of study of a particular programme will be recorded in separate rows, by recording 1st, 2nd etc. in column 9, *e.g. in case of Students enrolled in Diploma in Electrical Engineering conducted by Polytechnics, which is a three year programme, against 1st number of students enrolled in the 1st year, against 2nd number of students enrolled in the 2nd year and against 3rd number of students enrolled in 3rd year of Diploma in Electrical Engineering (as on reference date) will be recorded.* Thus for a Discipline, against each type, for each year student's enrolment is to be recorded. From, entry in column 11 and 12 of item 2 of Block 3B, the duration of each programme will be known. Thus if a programme is of duration of 3 years and is offered through self-financing only, for that discipline there will be entries of student's enrolment in three rows. *In such case entries in column 8 and 9 will be as follows:*

Column 8	*Column 9*
Self-financing	*1st*
Self-financing	*2nd*
Self-financing	*3rd*

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

For Distance mode of study, data on year-wise students' enrolment is maintained as number of students registered in first year and number of students re-registered in subsequent years. In addition, data on number of students on Roll is also maintained and these data has also some meaning as such students can re-register anytime within the maximum prescribed duration of the programme. Therefore, for distance mode, after recording year-wise enrolment, for each discipline of a programme, number of students on Roll will also be recorded in a separate row.

Number of students enrolled for General, SC, ST and OBC categories will be recorded separately for total and girls (out of total) students in column (10) to column (17). In the columns (18) & (19), total of all the four categories will be recorded separately for total students and girls students. If SC, ST & OBC category-wise data is not available, total number of students enrolled will be recorded in columns (18) & (19) by leaving column (10) to column (17) blank and in column 20 (Remarks column), Code 1 will be recorded. It might happen that SC & ST category-wise data is available, but for OBC category data is not available separately, but it is included in General category, then columns (16) & (17) will be left blank and in column 20 (Remarks column), Code 2 will be recorded.

Item 1 (ii): Out of the total students recorded in columns (10) to column (19), Number of PWD students will be recorded for General, SC, ST and OBC categories separately for total and girls (out of total) students in columns (21) to column (28). In the columns (29) & (30), total of all the four categories will be recorded separately for total PWD students and PWD girls' students. If SC, ST & OBC category-wise data is not available, total number of students enrolled will be recorded in columns (29) & (30) by leaving column (21) to column (28) blank and in column 31 (Remarks column), 1 will be recorded. It might happen that SC & ST category-wise data is available, but for OBC category data is included in General category, then columns (27) & (28) will be left blank and in column 31 (Remarks column), 2 will be recorded.

Item 1 (iii): Number of students belonging to religious minority category out of the total students recorded in column (10) to column (19), will be recorded separately under column (32) to column (51). Five religious communities, viz; Muslims, Christians, Sikhs, Buddhists and Zorastrians (Parsis) have been notified as minority communities by the Union Government. The National Policy on Education, formulated in 1984, recognised Muslims as one of the most educationally 'backward' communities in the country. Therefore, for Muslims, students' enrolment as on Reference date will be recorded separately and information for all other religious minorities will be recorded together. Number of Muslims students and students of other religious minorities will be recorded for General, SC, ST and OBC categories separately for total and girls (out of total) students in column (32) to column (39) and in column (42) to column (49) . In the columns (40), (41), (50) and (51) total of Muslims students and students of other religious minorities will be recorded separately for total students and girls students.

If data on students' enrolment for religious minorities are not maintained by the Institution, an "X" may be recorded in the box.

Item 2: This item is designed for recording the separate information about the foreign students (those who are citizens of at least one country other than India) out of the total students enrolled in the Institution. Information on foreign students is kept separately in most of the Institutions and they are to be counted as General Category Students for

the purpose of recording student enrolment in item 1. In column (1) the name of the country whose students are enrolled in the Institution will be recorded. Discipline–wise, number of students enrolled for each country will be recorded in column (7). Out of the total foreign students recorded in column (7), number of foreign girls' students will be recorded in columns (8).

Block 3E: Examination Results

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

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

For regular Mode of study, 1 will be recorded against Mode and details will be recorded in the table. Details for Distance Mode will be recorded in separate sheet by recording code 2 against Mode.

Before recording the number of students appeared and passed names of the Programmes and Disciplines and their codes will be copied from the list of Programmes recorded in Block 3B.

For each Discipline, Total number of students appearing in the final year of the Programme will be recorded in column (5) and out of that total; number of girls' student will be recorded in Column (6). In column (7) total number of students who have passed the examination or completed the Programme will be recorded. Out of the total number of passed out students, number of girls' students passed will be recorded in column (8).

Block 3F: Details about Finance

This block is designed for recording the **details about Receipt and Expenditure of the Institution**. This information may be used to find out per student expenditure on higher education which is a very important indicator but not available at present.

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

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

Block 3G: Details about Infrastructure

All the items in this block are self explanatory. If a particular item is available in the university, a tick mark is to be put against the box relating to that item.

Block 3H: Remarks

In the box provided, any comments, which are important and relevant to the information furnished in other blocks, may be recorded by the Nodal Officer designated by the Institution or by the officials involved in the data collection.

PROGRAMME/COURSE & LEVEL

The Degrees Specified by the UGC under Section 22 of the UGC ACT

UGC Sl. No	Abbreviation of Degree	Expansion of Degree	Level
1	Acharya	Acharya	Post Graduate
2	Alankar	Alankar	Under Graduate
3	Anu Parangat	M.Phil	M.Phill
4	Ayurveda Vachaspati	Ph.D in Ayurveda	Ph.D
5	Ayurvedacharya	Ayurvedacharya	Under Graduate
25	B.A.	Bachelor of Arts	Under Graduate
7	B.A.B.Ed.	Bachelor of Arts and Bachelor of Education	Integrated
8	B.Agri.	Bachelor of Agriculture	Under Graduate
6	B.Architecture	Bachelor of Architecture	Under Graduate
9	B.Ch.E.	Bachelor of Chemical Engineering	Under Graduate
10	B.Chem. Tech	Bachelor of Chemical Technology	Under Graduate
11	B.Com	Bachelor of Commerce	Under Graduate
12	B.Com. B.Ed	Bachelor of Commerce and Bachelor of Education	Integrated
127	B.Com.LLB	Bachelor of Commerce, Bachelor of Law	Integrated
13	B.Dance	Bachelor of Dance	Under Graduate
139	B.Des.	Bachelor of Design	Under Graduate
14	B.Ed	Bachelor of Education	Under Graduate
128	B.J.M.C.	Bachelor of Journalism and Mass communication	Under Graduate
44	B.Lib.I.Sc.	Bachelor of Library and Information Science	Under Graduate
26	B.Lib.Sc.	Bachelor of Library Science	Under Graduate
45	B.Litt.	Bachelor of Literature	Under Graduate
46	B.Mus.	Bachelor of Music	Under Graduate
47	B.Nat.(Ayu)	Bachelor of Ayurved in Naturopathy	Under Graduate
48	B.Nat.(Yogic Sciences)	Bachelor of Naturopathy and Yogic Sciences	Under Graduate
129	B.Optom.	Bachelor of Clinical Optometry	Under Graduate
15	B.Pharm (Ayu.)	Bachelor of Ayurved in Pharmacy	Under Graduate
16	B.Pharm.	Bachelor of Pharmacy	Under Graduate
126	B.Plan	Bachelor of Planning	Under Graduate
130	B.S.Course	Bachelor of Science (Physician Assistant and Emergency & Trauma Care Management)	Under Graduate

UGC Sl. No	Abbreviation of Degree	Expansion of Degree	Level
17	B.Sc.	Bachelor of Science	Under Graduate
19	B.Sc. (Nursing)	Bachelor of Science in Nursing	Under Graduate
20	B.Sc. (Sericutture)	Bachelor of Science in Sericulture	Under Graduate
18	B.Sc. B.Ed.	Bachelor of Science and Bachelor of Education	Integrated
21	B.Stat.	Bachelor of Statistics	Under Graduate
22	B.Tech.	Bachelor of Technology	Under Graduate
23	B.V.Sc.	Bachelor of Veterinary Science	Under Graduate
24	B.V.Sc. & A.H.	Bachelor of Veterinary Science & Animal Husbandry	Under Graduate
27	BA.LLB	Bachelor of Arts, Bachelor of Law or Laws	Integrated
28	BAM	Bachelor of Ayurved Medicine	Under Graduate
29	BAMS	Bachelor of Ayurved Medicine & Surgery	Under Graduate
131	BASLP	Bachelor of Audiology and Speech Language Pathology	Under Graduate
30	BBA	Bachelor of Business Administration	Under Graduate
31	BBM	Bachelor of Business Management	Under Graduate
132	BBS	Bachelor of Business Studies	Under Graduate
32	BCA	Bachelor of Computer Applications	Under Graduate
33	BCE	Bachelor of Civil Engineering	Under Graduate
34	BCL	Bachelor of Civil Law	Under Graduate
35	BDS	Bachelor of Dental Surgery	Under Graduate
36	BE	Bachelor of Engineering	Under Graduate
37	BFA	Bachelor of Fine Arts	Under Graduate
38	BFSc.	Bachelor of Fisheries Science	Under Graduate
39	BGL	Bachelor of General Law	Under Graduate
133	BHM	Bachelor of Hotel Management	Under Graduate
134	BHMCT	Bachelor of Hotel Management and Catering Technology	Under Graduate
40	BHMS	Bachelor of Homeopathic Medicine and Surgery	Under Graduate
135	BHMTT	Bachelor of Hotel Management, Travel and Tourism	Under Graduate
136	BHTM	Bachelor of Hotel and Tourism Management	Under Graduate
137	BIBF	Bachelor of International Business and Finance	Under Graduate
41	BIM	Bachelor of Indian Medicine	Under Graduate
42	BJ	Bachelor of Journalism	Under Graduate

UGC Sl. No	Abbreviation of Degree	Expansion of Degree	Level
43	BL	Bachelor of Law or Laws	Under Graduate
138	BMM	Bachelor of Multi Media	Under Graduate
49	BOL	Bachelor of Oriental Learning	Under Graduate
50	BOT	Bachelor of Occupational Therapy	Under Graduate
51	BPA	Bachelor of Performing Arts	Under Graduate
53	BPE	Bachelor of Physical Education	Under Graduate
52	BPEd.	Bachelor of Physical Education	Under Graduate
54	BPS	Bachelor of Professional Studies	Under Graduate
55	BPT	Bachelor of Physiotherapy	Under Graduate
56	BSMS	Bachelor of Sridhar Medicine and Surgery	Under Graduate
140	BSS	Bachelor in Social Sciences	Under Graduate
57	BSW	Bachelor of Social Work	Under Graduate
141	BUMS	Bachelor of Unani Medicine and Surgery	Under Graduate
142	CPA	Certified Public	Post Graduate
58	D.Litt.	Doctor of Literature	Ph.D
59	D.Mus.	Doctor of Music	Ph.D
60	D.Phil.	Doctor of Philosophy	Ph.D
61	D.Sc.	Doctor of Science	Ph.D
62	DM	Doctor of Medicine (in Cardiology)	Ph.D
63	DOL	Doctor of Oriental Learning	Ph.D
64	Hindi Shiksha Visharad	Hindi Shiksha Visharad	Under Graduate
65	LLB	Bachelor of Law or Laws	Under Graduate
66	LLD	Doctor of Laws	Ph.D
67	LLM	Master of Law or Laws	Post Graduate
69	M.A., B.Ed.	Master of Arts, Bachelor of Education	Integrated
68	M.Arch.	Master of Architecture	Post Graduate
70	M.Ch.	Master of Chirurgiae	Post Graduate
71	M.Com	Master of Commerce	Post Graduate
72	M.Com., B.Ed.	Master of Commerce, Bachelor of Education	Integrated
73	M.Dance	Master of Dance	Post Graduate
74	M.Ed.	Master of Education	Post Graduate
143	M.F.M.	Master of Financial Management	Post Graduate
144	M.F.T.	Master of Foreign Trade	Post Graduate
145	M.H.R.D.	Master of Human Resource Development	Post Graduate
146	M.I.B.	Master of International Business	Post Graduate
75	M.Lib.Sc.	Master of Library Science	Post Graduate
76	M.Litt	Master of Literature or Master of Letters	Post Graduate
147	M.Mkt.M.	Master of Marketing Management	Post Graduate

UGC Sl. No	Abbreviation of Degree	Expansion of Degree	Level
77	M.Mus.	Master of Music	Post Graduate
148	M.Optom.	Master of Optometry	Post Graduate
78	M.Pharm.	Master of Pharmacy	Post Graduate
79	M.Phil	Master of Philosophy	M.Phill
80	M.Plan	Master of Planning	Post Graduate
81	M.Sc.	Master of Science	Post Graduate
150	M.Sc. (Medical Bio-Chemistry)	Master of Science in Medical Bio-Chemistry	Post Graduate
151	M.Sc. (Medical Microbiology)	Master of Science in Medical Microbiology	Post Graduate
152	M.Sc. (Medical Pharmacology)	Master of Science in Medical Pharmacology	Post Graduate
153	M.Sc. (Medical Physiology)	Master of Science in Medical Physiology	Post Graduate
82	M.Sc. B.Ed.	Master of Science and Bachelor of Education	Integrated
156	M.Sc. Nursing	Master of Science (Nursing)	Post Graduate
154	M.Sc. Tech.	Master of Science in Technology	Post Graduate
155	M.Sc. Tech. (Applied Geo-Physics)	Master of Science in Technology (Applied Geo-Physics)	Post Graduate
149	M.Sc.(Medical Anatomy)	Master of Science in Medical Anatomy	Post Graduate
83	M.Stat.	Master of Statistics	Post Graduate
84	M.Tech.	Master of Technology	Post Graduate
85	M.V.Sc.	Master of Veterinary Sciences	Post Graduate
86	MA	Master of Arts	Post Graduate
106	MAMS	Master of Ayurved in Medicine and Surgery	Post Graduate
87	MBA	Master of Business Administration	Post Graduate
157	MBA (Pharma. Tech.)	Master of Business Administration in Pharmaceutical Technology	Post Graduate
158	MBA (Tech.)	Master of Business Administration in Technology	Post Graduate
88	MBBS	Bachelor of Medicine and Bachelor of Surgery	Under Graduate
89	MCA	Master of Computer Applications	Post Graduate
90	MD	Doctor of Medicine	Post Graduate
91	MDS	Master of Dental Surgery	Post Graduate
92	ME	Master of Engineering	Post Graduate
93	MF.Sc.	Master of Fishery Science	Post Graduate
94	MFA	Master of Fine Arts	Post Graduate
159	MHA	Master of Hospital Administration	Post Graduate

UGC Sl. No	Abbreviation of Degree	Expansion of Degree	Level
95	MHMS	Master of Homeopathic Medicine and Science	Post Graduate
96	MJ	Master of Journalism	Post Graduate
160	MJMC	Master of Journalism and Mass Communication	Post Graduate
97	ML	Master of Laws	Post Graduate
98	MLISc.	Master of Library and Information Science	Post Graduate
161	MMC	Master in Mass Communication	Post Graduate
99	MOL	Master of Oriental Learning	Post Graduate
162	MOT	Master of Occupational Therapy	Post Graduate
101	MP.Ed.	Master of Physical Education	Post Graduate
102	MPA	Master of Performing Arts	Post Graduate
100	MPE	Master of Physical Education	Post Graduate
163	MPH	Master of Public Health	Post Graduate
103	MPS	Master of Population Studies	Post Graduate
104	MPT	Master of Physiotherapy	Post Graduate
105	MS	Master of Surgery	Post Graduate
107	MSW	Master of Social Work	Post Graduate
108	MUMS	Master of Unani Medicine and Surgery	Post Graduate
109	Parangat	Parangat	Post Graduate
110	Ph.D.	Doctor of Philosophy	Ph.D
111	Samaj Karya Parangat	Samaj Karya Parangat	Post Graduate
112	Samaj Vidya Parangat	Samaj Vidya Parangat	Post Graduate
113	Samaj Vidya Visharad	Samaj Vidya Visharad	Under Graduate
114	Shastri	Shastri	Under Graduate
115	Shiksha Acharya	Shiksha Acharya	Post Graduate
117	Shiksha Shastri	Shiksha Shastri	Under Graduate
118	Shiksha Visharad	Shiksha Visharad	Under Graduate
116	Shikshan Parangat	Shikshan Parangat	Post Graduate
119	Vachaspati	Vachaspati	Ph.D
120	Vidya Nishnanat	Vidya Nishnanat	Under Graduate
121	Vidya Praveena	Vidya Praveena	Under Graduate
122	Vidya Vachaspati	Vidya Vachaspati	Ph.D
123	Vidya Varidhi	Vidya Varidhi	Ph.D
124	Vidyalankar	Vidyalankar	Under Graduate
125	Visharad	Visharad	Under Graduate

UGC Sl. No	Abbreviation of Degree	Expansion of Degree	Level
201	B.Tech M.Tech	Bachelor of Technology, Master of Technology	Integrated
202	BS-MS	Bachelor of Science, Master of Science	Integrated
203	Certificate	Certificate	Certificate
204	Diploma	Diploma	Diploma
205	Integrated Ph.D	Integrated Doctor of Philosophy	Integrated
206	M.Des	Master of Design	Post Graduate
207	M.Mgt	Master of Management	Post Graduate
208	MS	Master of Science	Post Graduate
209	P.G.Diploma	Post Graduate Diploma	PG Diploma

Annexure-II

BROAD DISCIPLINE GROUP NAME & CODE

Agriculture				Foreign Language	
Agriculture	0101			English	1001
Fisheries	0102			French	1002
Forestry	0103			German	1003
Horticulture	0104			Spanish	1004
Sericulture	0105			Other Foreign Languages	1009
Veterinary and Animal Sciences	0106			**Gandhian Studies**	
Area Studies				Gandhian Studies	1101
Area Studies	0201			**Home Science**	
Commerce				Food Technology	1201
Commerce	0301			Home Science	1202
Criminology & Forensic Science				Nutrition	1203
Criminology & Forensic Science	0401			**Indian Language**	
Defence Studies				Bengali	1301
Defence Studies	0501			Hindi	1302
Education				Kannada	1303
Education	0601			Malayalam	1304
Engineering & Technology				Odiya	1305
Agriculture Engineering	0701			Punjabi	1306
Architecture	0702			Sanskrit	1307
Chemical Engineering	0703			Tamil	1308
Civil Engineering	0704			Telugu	1309
Computer Engineering	0705			Urdu	1310
Dairy Technology	0706			Other Indian Languages	1319
Electrical Engineering	0707			**Journalism & Mass Communication**	
Electronics Engineering	0708			Journalism & Mass Communication	1401
Information Technology	0709			**Law**	
Marine Engineering	0710			Law	1501
Mechanical Engineering	0711			**Library & Information Science**	
Metallurgical Engineering	0712			Library & Information Science	1601
Mining Engineering	0713			**Linguistics**	
Other Engineering & Technology	0719			Linguistics	1701
Fashion Technology				**Management**	
Fashion Technology	0801			Business Management	1801
Fine Arts				Financial Management	1802
Fine Arts	0901			Hotel Management	1803
Performing Arts	0902			Marketing Management	1804
Visual Arts	0903			Tourism Management	1805
				Other Management	1809

Marine Science/ Oceanography			Science	
Marine Science/ Oceanography	1901		Bio-Chemistry	2401
Medical Science			Bio-Science	2402
Anatomy	2001		Bio-Technology	2403
Anesthesiology	2002		Botany	2404
Ayurveda	2003		Chemistry	2405
Cardiology	2004		Computer Science	2406
Dentistry	2005		Electronics	2407
Dermatology	2006		Environmental Science	2408
General Medicine	2007		Genetics	2409
General Surgery	2008		Geology	2410
Gynaecology	2009		Geo-Physics	2411
Homeopathy	2010		Life Science	2412
Nursing	2011		Mathematics	2413
Orthopaedics	2012		Microbiology	2414
Pathology	2013		Physics	2415
Pediatrics	2014		Statistics	2416
Pharmacy	2015		Zoology	2417
Unani	2016		Other Science	2419
Other Medical Science	2019		**Social Science**	
Oriental Learning			Anthropology	2501
Jyotisha	2101		Economics	2502
Oriental Learning	2102		Geography	2503
Veda	2103		History	2504
Physical Education			Political Science	2505
Physical Education	2201		Psychology	2506
Yoga	2202		Public Administration	2507
Religious Studies			Sociology	2508
Budhisht Studies	2301		Other Social Sciences	2509
Christian Studies	2302		**Social Work**	
Islamic Studies	2303		Social Work	2601
Jainism	2304		**Women Studies**	
Religious Studies	2305		Women Studies	2701
Theology	2306			