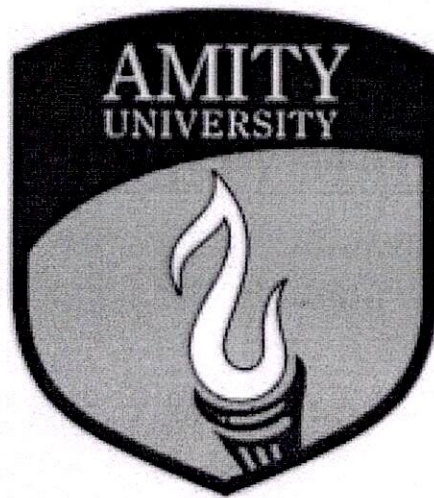# AMITY UNIVERSITY MADHYA PRADESH

**Standard Operating Procedure (SOP) for
Implementation of MOOC Courses of SWAYAM through
Credit Based Choice System (CBCS) at AUMP**

**(Total 06 pages)**

Ref: AUMP/RO/SOP/2024/212

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## Standard Operating Procedure for Swayam (Study Webs of Active-Learning for Young Aspiring Minds)

### 1.About Swayam

The Indian government launched a program called Swayam (Study Webs of Active-Learning for Young Aspiring Minds) to offer free online courses and learning materials to students all around the nation. The three guiding principles of education policy access, equity, and quality are what SWAYAM aims to accomplish. It provides a broad selection of courses encompassing numerous subjects and fields that are created by faculty members from reputable universities. Swayam's main goal is to ensure that everyone, regardless of location or socioeconomic status, has access to high-quality education.

The courses offered on SWAYAM are divided into four sections: (1) video lectures; (2) readings that have been particularly prepared and can be printed or downloaded; (3) quizzes and tests for self-assessment; and (4) an online discussion forum for questions. Modern pedagogy and technology, along with audio-video and multi-media resources, have been employed to enhance the educational process.

To ensure that the best quality content is produced and delivered, nine National Coordinators have been appointed. They are:

a) AICTE (All India Council for Technical Education) for self-paced and international courses
b) NPTEL (National Programme on Technology Enhanced Learning) for Engineering
c) UGC (University Grants Commission) for non-technical post-graduation education
d) CEC (Consortium for Educational Communication) for under-graduate education
e) NCERT (National Council of Educational Research and Training) for school education
f) NIOS (National Institute of Open Schooling) for school education
g) IGNOU (Indira Gandhi National Open University)
h) IIMB (Indian Institute of Management, Bangalore) for management studies
i) NITTTR (National Institute of Technical Teachers Training and Research) for Teacher Training programme

The courses offered via SWAYAM are free for students to take; however, students who wish to receive a SWAYAM certificate must register for the final, paid proctored tests and show up in person on the set times and at the designated centers. The course page will proclaim eligibility for the certificate, and students will only receive certificates if these requirements are met. The grades or certificates earned in these courses may be applied to universities or colleges that approve credit transfers for these courses.

Director-ASET
Amity University Madhya Pradesh Gwalior

## 2. Need for Swayam

2.1  To incorporate interactive learning and internet resources into regular classroom instruction.

2.2  To give people access to excellent instructional materials written by subject-matter specialists.

2.3  To encourage students' and professionals' lifelong learning and skill development.

2.4  To reduce the educational gap between rural and urban areas by providing online courses.

2.5  To provide students the freedom to learn whenever and however they choose.

## 3. About NPTEL

To offer online courses and certification in a range of engineering, scientific, and humanities fields, IITs and IISc collaborated to launch NPTEL. It provides top-notch video lectures, readings, and homework, enabling students to study under distinguished academicians and researchers from well-known universities.

3.1  The world's largest online course repository includes engineering, basic sciences, and a few humanities and social science courses.

3.2  http://nptel.ac.in is an online portal with over 471 million views.

3.3  NPTEL's YouTube channel is the most popular educational channel with over 1.5 million followers.

3.4  819 million views, and over 50,000 hours of video content.

3.5  Over 54,000 hours of video content that have been subtitled

3.6  The world's most popular peer-reviewed educational content library also available on NPTEL.

### NPTEL Online Certification Courses

Since 2013, 4, 8 or 12-weeks online courses have been offered through an online portal. These courses typically include themes important to students in all years of higher education and include basic core courses in the humanities and sciences with exposure to pertinent tools and technologies. There is no fee to enroll in or learn from these courses. A certification exam, which is optional, will be held in person and proctored. The cost of each course is Rs. 1000. Upon completion, participating institutions and industry will issue certificates.

## 4. Swayam Policy at AUMP

4.1  Department of Higher, Education, Ministry of Human Resource Development (TEL Division), Government of India, New Delhi in its Academic Council and Executive Council meeting held on 9-12-2016 have in principle agreed to accept and implement Guidelines for Development and Implementation of Massive Open Online Courses. (Refer Annexure-1)

4.2  Academic Council Meeting (AUMP), held on 20-03-2020, have in principle agreed to accept and implement Guidelines for Implementation of Massive Open Online Courses (Swayam) through Choice Based Credit System (CBCS) at AUMP. (Refer Annexure II)

4.3 The SWAYAM Platform's learning courses will be taken into consideration for credit transfer in Amity University Madhya Pradesh for UG and PG Programs.

4.4 Every year in June and November, Single Point of Contact (SPOC nominated by HOIs) of Amity University Madhya Pradesh will provide a list of online courses that qualify for credit transfer through CBCS in the upcoming semester.

4.5 The institutions and the students must make sure that there is no overlap between the SWAYAM-NPTEL MOOC tests and the university's end- and mid-semester exams.

4.6 A student may choose to enroll in online courses via the SWAYAM platform only for running CBCS courses offered at AUMP in each program during a given semester.

4.7 In order to enroll in an online course or paper, students must first obtain prior approval from the Head of Institution (HOI). They must also register for the MOOCs associated with that course or paper through the SWAYAM-NPTEL Local Chapter (available in the NPTEL portal).

4.8 Amity University Madhya Pradesh will furnish sufficient physical facilities free of cost such as libraries, computer centers, and labs, that are necessary for continuing education under MOOCs, subject to availability with the University.

4.9 Amity University Madhya Pradesh will designate a SPOC, Mentor/facilitator to guide the students throughout the course and to facilitate/conduct the lab/practical sessions/examinations.

## 5.Credit Transfer for MOOCs

5.1 Amity University Madhya Pradesh shall give equivalent credit weightage in the program's credit plan to the students who complete online courses using the SWAYAM platform.

5.2 Credit transfer policy will be applicable to:

i). All UG and PG programmes offered by the Amity University Madhya Pradesh as per existing CBCS courses.

ii) HOI's/SPOC to ensure that their existing CBCS Syllabus must align 70 percent with the MOOC courses in the given semester.

## 6.Procedure for Credit Transfer

The procedure for transferring credits from SWAYAM-NPTEL MOOCs in the Amity University Madhya Pradesh is as follows:

6.1 The candidate must provide an undertaking for credit transfer during the current semester when filling out the exam form. This undertaking must be transmitted through SPOC and the Director/HOI of the School/Institute to the Controller of Examination (COE) AUMP.

6.2 The student does not need to show up for the university examination for the exempted course(s) once the Controller of Examinations of the University grants the necessary approval.

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6.3 A letter from the SPOC and the Director/Principal of the Local chapter (School/Institute) will notify the exam section about the completion of a course. The letter will also include certificates of completion and a list of students who passed MOOC in the current semester.

6.4 The nodal institute (09 National Coordinators mentioned in page 1) providing the MOOCs will award the certificate upon successful completion of each course, along with the number of credits and grades. The student can then use this certificate to transfer credits into his parent institution's marks certificate.

6.5 The conversion of marks from grade points awarded in the certificate issued by the institution offering MOOCs shall be as per the Amity University Madhya Pradesh Ordinances and Regulations for UG and PG, if not specified in the certificate.

6.6 If a 4-credit course is not available as per the choice of the student then he/she can opt for a 3-credit course that is available, and 1 credit will have to be acquired through continuous internal evaluation through a mentor.

6.7 If a 3-credit course is not available as per the choice of the student then he/she can opt for a 2-credit course that is available, and 1 credit will have to be acquired through continuous internal evaluation through a mentor.

6.8 Students will be exempted from participating in the university's continuous and semester evaluations (internal and external for the designated equivalent credit course only) if they have passed the proctored exams administered by SWAYAM-NPTEL and have applied for credit transfer as required.

6.9 If a student opts for additional MOOC course above 20%, it will be considered as add-on credit and will be reflected on the marks sheet or separate certificate but will not be considered for tabulating CGPA.

6.10 In case of delay in SWAYAM results, the university can withhold the results of such candidates and upon declaration of results of MOOCs, the university will issue the marks sheet for such students.

6.11 The university will not be responsible for any kind of delay in the results, ambiguity in the results and/or declared results for such students.


## 7.Anticipatory Measures

The procedure for transferring credits from SWAYAM-NPTEL MOOCs in the Amity University Madhya Pradesh, University is as follows:

7.1 To transfer credits obtained by students through SWAYM-NPTEL-MOOCs, the university will establish the university level credit transfer committee (SWAYAM-CTC).

7.2 Any problems that may occasionally emerge during the implementation of this ordinance, rules, regulations, or policy will be resolved by the university-level SWAYAM-CTC.

7.3 Through the current university-level SWAYAM-CTC, the state government, UGC, SWAYAM, and NPTEL will periodically examine the university's credit transfer policy.

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## 8.SWAYAM Credit Transfer Committee (CTC)

The University level SWAYAM Credit Transfer Committee shall have the following members:

a) Deans Academics

b) The University level MOOCs Coordinator (SPOC)

c) Controller of Examinations

d) Three to Five Directors of the University Schools/Institutes nominated by the Vice Chancellor

**9.** All concerned to take action as per this SoP and the notification for constitution of SWAYAM Credit transfer committee to be issued by Registrar Office in line with Para 8 above, after obtaining the approval of Vice Chancellor. The SWAYAM-CTC will provide a list of MOOC courses that will be available to students during a given academic year, semester, or term. At the university level, the MOOCs Coordinator (SPOC) oversees broadly publicizing the approved courses, providing pertinent recommendations, enlightening, and inspiring students to select MOOCs.

The SoP gives the guidelines, which may be suitably modified from time to time, by the management. The SoP is only elaborative and not exhaustive.

Issued by the approval of Hon'ble Pro Chancellor.

(Rajesh Jain) 05/07/2024
**Registrar**

<u>Copy to:</u>

1) Hon'ble Pro Chancellor Secretariate
2) O/o the Offg. Vice Chancellor
3) O/o the Pro Vice Chancellor (Research)
4) All HoIs
5) Dy. Dean Academics
6) SYAWAM/MOOCs Coordinator
7) Office Record

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