



ज्ञान-विज्ञान विमुक्तये

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI-110 002

Proforma for submission of information by State Private Universities
for ascertaining their norms and standards

A. Legal Status

1.1	Name and Address of the University	Swami Vivekananda University Bara Kanthalia, Sewli-Telinipara , Barrackpore- Barasat Road , North 24 Parganas, Barrackpore, Kolkata -700121
1.2	Headquarters of the University	Bara Kanthalia, Sewli-Telinipara , Barrackpore- Barasat Road , North 24 Parganas, Barrackpore, Kolkata -700121
1.3	Information about University a. Website – b. E-mail – c. Phone Nos.— d. Fax No --	www.swamivivekanandauniversity.ac.in info@swamivivekanandauniversity.ac.in +91 9830278216 N/A
	Information about authorities of the University Ph. (including mobile), Fax Nos. and e-mail of Chancellor	Name : Dr. Nandan Gupta Phone No. +91 9831201962 Email id : drnandangupta72@gmail.com
	Ph. (including mobile), Fax Nos. and e-mail of Vice-Chancellor	Name : Prof. (Dr.) Subrata Kumar Dey Phone No. : 9830278216 Email id : vc@swamivivekanandauniversity.ac.in
	Ph. (including mobile), Fax Nos. and e-mail of Registrar	Name : Prof. (Dr.) Pinak Pani Nath Phone No. : 7980333922 Email id : registrar@swamivivekanandauniversity.ac.in
	Ph. (including mobile), Fax Nos. and e-mail of Finance Officer	Name: Mr. Partha Narayan Ghosh (Chief Finance Officer) Phone No. : 9434673494 Email id : cfo@svu.ac.in


Vice Chancellor
Swami Vivekananda University
Barrackpore, West Bengal

1.4	Date of Establishment	05 December 2019 Vide Notification No: 403-L/OM-56L/2017 dated 09/12/2019 issued by the Higher Education Department, Government of West Bengal. The Notification is attached Annexure-1								
1.5	Name of the Society / Trust promoting the University <i>(Information may be provided in the following format)</i> (Copy of the registered MoA / Trust Deed to be enclosed)	Regent Education & Research Foundation Bara Kanthalia, Sewli-Telinipara , Barrackpore- Barasat Road , North 24 Parganas, Barrackpore, Kolkata -700121 Trust Deed attached as per Annexure -2								
1.6	Composition of the Society / Trust promoting the University	Details has been provided in Appendix – I								
1.7	Whether the members of the Society / Trust are members in other Societies / Trusts or in the Board of Governors in companies? If yes, please provide details in the following format. <table border="1" style="width: 100%;"> <tr> <td style="width: 25%;">Name of the member</td><td style="width: 25%;">Address</td><td style="width: 25%;">Name of the society/trust</td><td style="width: 25%;">Designation in the Society/Trust</td></tr> <tr> <td colspan="4">(Details to be provided in Appendix-II)</td></tr> </table>	Name of the member	Address	Name of the society/trust	Designation in the Society/Trust	(Details to be provided in Appendix-II)				Not Applicable
Name of the member	Address	Name of the society/trust	Designation in the Society/Trust							
(Details to be provided in Appendix-II)										
1.8	Whether the promoting Society/Trust is involved in promoting/ running any other University/ Educational Institution? If yes, please give details in the following format:- <table border="1" style="width: 100%;"> <tr> <td style="width: 60%;">Name of the University / Educational Institution</td><td style="width: 40%;">Activities</td></tr> <tr> <td colspan="2">(Details to be provided in Appendix-III)</td></tr> </table>	Name of the University / Educational Institution	Activities	(Details to be provided in Appendix-III)		Details are provided in Appendix-III				
Name of the University / Educational Institution	Activities									
(Details to be provided in Appendix-III)										
1.9	Whether the promoting society/trust is involved in promoting/running activities other than educational? If yes, please give details in the following format:- <table border="1" style="width: 100%;"> <tr> <td style="width: 60%;">Name of the Organization</td><td style="width: 40%;">Activities</td></tr> <tr> <td colspan="2">(Details to be provided in Appendix-IV)</td></tr> </table>	Name of the Organization	Activities	(Details to be provided in Appendix-IV)		No				
Name of the Organization	Activities									
(Details to be provided in Appendix-IV)										
1.10	Act and Notification under which established (copy of the Act & Notification to be enclosed) <u>Copy of the relevant notification enclosed along with Copy of the Act.</u>	The University is established under the West Bengal Act XV of 2019, The Swami Vivekananda University Act 2019 duly passed by the West Bengal Legislature and having been assented to by the Governor on 14-11-2019 vide Notification No. 1196-L dated 14-11-2019 issued by the Law Department (Legislative), Govt. of West Bengal.								

		Swami Vivekananda University Act - 2019 is attached as Annexure-3 Subsequently, the Higher Education Department (Integrated Law Cell) of the Government of West Bengal vide its Notification No. 403-L/OM-56L/2017 dated 09-12-2019 directed the enforcement of “The Swami Vivekananda University Act 2019” on and from 05-12-2019. Notification already attached as Annexure-1
1.11	Whether the University has been established by a separate State Act?	Yes

B. Organization Description

2.1	Whether Unitary in nature (as per the UGC Regulation)	Yes
2.2	Territorial Jurisdiction of the University as per the Act	As per Section- 1(2) of the Swami Vivekananda University Act, 2019, Jurisdiction of the University shall be whole of the State of West Bengal.
2.3	Details of the constituent units of the University, if any, as mentioned in the Act	As per Section- 3(3) of the Swami Vivekananda University Act, 2019, the University shall be a self-financed Unitary University.
2.4	Whether any off-campus centre(s) established? If yes, please give details of the approval granted by the State Government and UGC in the following format:- - Place of the off-campus - Letter No. & date of the approval of State Government - Letter No. & date of the approval of UGC (Details to be provided in Appendix-V) (Please attach attested copy of the approval)	No
2.5	Whether any off-shore campus established? If yes, please give details of the approval granted by the Government of India and the host country in the following format:- - Place of the off-shore campus - Letter No. & date of the approval of Host Country - Letter No. & date of the approval of Government of India (Details to be provided in Appendix-VI)	No

	(Please attach attested copy of the approval)	
2.6	Does the University offer a distance education programme? If yes, whether the courses run under distance mode are approved by the competent authority? (Please enclose attested copy of the course-wise approval of competent authority)	No
2.7	Whether the University has established study centre(s)? If yes, please provide details and whether these study centres are approved by the competent authority of the University and UGC? (Details to be provided in Appendix-VII) (Please enclose attested copy of the approval from the competent authority)	No

C. Academic Activities Description

3. Academic Programmes

3.1	Details of the programmes permitted to be offered by Gazette Notification of the State Government and its reference. (Details to be provided in Appendix-VIII)	Pursuant to the provisions of Section 6 of the Swami Vivekananda University Act, 2019 and its sub sections, duly enforced by the Higher Education Department (Integrated Law Cell) of the Government of West Bengal vide its Notification No. 403-L/OM-56L/2017 dated 09-12-2019, the university shall continue to pursue the objectives as mentioned therein from the date of publication of this notification and requires no formal or separate permission for commencing any academic courses, provided the Governing Board of the University through its resolutions, extends its concurrence with course wise approved intake capacity and maintaining necessary infrastructural, administrative and academic requirements with respect to the said courses as per the prescribed guidelines and regulations of the University Grants Commission and/or respective regulatory bodies, as the case may be. Details are provided in Appendix-VIII
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3.2	Current number of academic programmes/ courses offered by the University. (Details to be provided in Appendix-IX)	Details are provided in Appendix-IX						
3.3	Whether approvals of relevant statutory council(s) such as AICTE, BCI, DEC, DCI, INC, MCI, NCTE, PCI, etc. have been taken to: a. Start new courses b. To increase intake If yes please enclose copy of approval and give course- wise details in the following format:- <table border="1" data-bbox="288 647 804 775"> <thead> <tr> <th>Name of the course</th><th>Statutory council</th><th>Whether approval taken</th></tr> </thead> <tbody> <tr> <td colspan="3">(Details to be provided in Appendix-X)</td></tr> </tbody> </table>	Name of the course	Statutory council	Whether approval taken	(Details to be provided in Appendix-X)			Yes , The University got approval from Bar Council of India. Details are provided in Appendix-X
Name of the course	Statutory council	Whether approval taken						
(Details to be provided in Appendix-X)								
3.4	If the University is running courses under distance mode, please provide details about the students enrolled in the following format:- <table border="1" data-bbox="288 1032 804 1207"> <thead> <tr> <th>Name of the Study Centre</th><th>Courses offered</th><th>No. of students enrolled</th></tr> </thead> <tbody> <tr> <td> </td><td> </td><td> </td></tr> </tbody> </table> (Details to be provided in Appendix-VII) (Please enclose copy of the course-wise approval of the competent authority)	Name of the Study Centre	Courses offered	No. of students enrolled				None
Name of the Study Centre	Courses offered	No. of students enrolled						
3.5	Temporal plan of academic work in the University – Semester system/ Annual system	Semester System for all programs except Ph.D. programmes.						
3.6	Whether the University is running any course which is not specified under Section 22 of the UGC Act, 1956? If yes, please give details in the following format:- a. Name of the course(s) b. Since when started c. Whether the University has applied for permission from UGC? (Details to be provided in Appendix-XI)	No						

4. Student Enrolment and Student Support

4.1	Number of students enrolled in the University for the Current academic year (2024-2025) according to regions and countries (Please give separate information for main campus and off-campus/off-shore campus)						
Particulars	No. of students from the same State where the University is located		No. of students from other States	No. of NRI students	No. of overseas students excluding NRIs		Grand Total
					Foreign Students	Person of Indian Origin students	
UG	M	2663	58	0	2	0	2723
	F	964	26	0	1	0	991
	Total	3627	84	0	3	0	3714
PG	M	354	7	0	1	0	362
	F	288	9	0	0	0	297
	Total	642	16	0	1	0	659
M. Phil	M	0	0	0	0	0	0
	F	0	0	0	0	0	0
	Total	0	0	0	0	0	0
Ph.D.	M	13	0	0	0	0	13
	F	15	0	0	0	0	15
	Total	28	0	0	0	0	28
Diploma	M	423	11	0	0	0	434
	F	60	0	0	0	0	60
	Total	483	11	0	0	0	494
PG Diploma	M	0	0	0	0	0	0
	F	0	0	0	0	0	0
	Total	0	0	0	0	0	0
Certificate	M	0	0	0	0	0	0
	F	0	0	0	0	0	0
	Total	0	0	0	0	0	0
Any Other (Pl. Specify)	M	0	0	0	0	0	0
	F	0	0	0	0	0	0
	Total	0	0	0	0	0	0

M-Male, F-Female, T-Total

4.2	Category wise No. of Students	Category	Female	Male	Total
		SC	248	766	1014
		ST	1	5	6
		OBC	286	878	1164
		PH	0	0	0
		General	828	1883	2711
		Total	1363	3532	4895

4.3	Details of the two batches of students admitted					
Particulars	Batch 1			Batch 2		
	Year of Entry – 2022-2023			Year of Entry – 2023-2024		
	UG	PG	Total	UG	PG	Total
No. admitted to the programme	2622	705	3327	4349	652	5001
No. of Drop-outs						
(a) Within four months of Joining	677	176	853	929	79	1008
(b) Afterwards						
No. appeared for the final year examination	274	434	708	862	492	1353
No. passed in the final exam	274	434	708	862	492	1353
No. passed in first class	NA	NA	NA	NA	NA	NA

4.4	Does the University provide bridge/remedial courses to the educationally disadvantaged students? If yes, please give details	Yes, the system of providing Remedial classes to educationally disadvantaged students are already in place; the University is conducting the programs in which students face any difficulties and need improvement.
4.5	Does the University provide any financial help to the students from socially disadvantageous group? If yes, please give details	Pursuant to Section 34(4) of the Swami Vivekananda University Act the University shall keep 5 % of Total intake reserved for filling up with economically weaker persons in the manner as may be notified by the State Government from time to time. Further, the University provides Tuition Fee waiver on specific requests to the economically / socially disadvantageous group of students. The List of Students is annexed in Annexure-4

4.6	In case the University is running M. Phil / Ph.D. programme, whether it is full time or part time and whether these programmes are run as per UGC Regulations, 2009 on M. Phil / Ph.D.	Ph.D. programmes are conducted as per the University Grants Commission (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2016 and amendments thereto from time to time. It is conducted as part time programme.								
4.7	Whether the University have a website? If yes please give website address and whether the website is regularly updated?	https://www.swamivivekanandauniversity.ac.in/ The official Website is updated regularly.								
4.8	How are the prospective students informed about the criteria for admission, rules & regulations, facilities available, etc.?	All relevant information are uploaded on the University website, and also informed to the students through Newspaper notification, telephonic communication and emails, apart from distribution of Leaflets and extensive promotional campaigns in educational institutions throughout the state.								
4.9	Whether any grievance redressal mechanism is available in the University? If yes, please provide details about the complaints received against malpractices, etc in the University in the following format:- <table border="1"><thead><tr><th>Name of the complainant</th><th>Complaint against</th><th>Date of complaint</th><th>Action taken by the University</th></tr></thead><tbody><tr><td></td><td></td><td></td><td></td></tr></tbody></table> (Details to be provided in Appendix-XII)	Name of the complainant	Complaint against	Date of complaint	Action taken by the University					Pursuant to the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023 in supersession of University Grants Commission (Redressal of Grievances of Students) Regulations, 2019, the University has duly constituted a Students Grievance Redressal Committee to uphold high standards of ethical practice. Details of the committee is attached as Annexure-5. No complaints received till date, therefore Appendix-XII is NIL.
Name of the complainant	Complaint against	Date of complaint	Action taken by the University							

5. Curriculum, Teaching, Learning Process / Method, Examination / Evaluation System

5.1	Which University body finalized the curriculum? The composition of the body may be given. (Board of Studies, Academic Council, Board of Management)	The curriculum is extensively discussed and deliberated upon at the Department level in its Departmental Academic Committee (DAC). The draft curriculum for the programs are then put for scrutiny and consideration before the respective Board of Studies (BoS). The minutes and proceedings of the BoS meeting are then placed before the Academic Council for approval. The recommendations of the Academic Council are placed before the Governing Board for final concurrence. The composition of each of these bodies are attached as follows: (a) Composition of Board of Studies - Details are provided in Annexure-6 (b) Composition of Academic Council - Details are provided in Appendix-XVII (c) Composition of Governing Board - Details are provided in Appendix-XVII
5.2	What are the Rules / regulations / procedure for revision of the curriculum and when was the curriculum last updated?	A draft version of curriculum is discussed in the Departmental Academic Committee (DAC) and thereafter placed before the Board of Studies (BOS) of the respective Department for adoption and further recommendation. The recommendation of the BOS is placed in the next Academic Council meeting for approval. The minutes of the Academic Council meeting is placed before the Governing Board for final approval. Update and revision of curriculum is a continuous process.
5.3	Whether approval of statutory bodies such as Board of Studies, Academic Council and Board of Management of the University has been taken to start various courses? If yes, please enclose extracts of the minutes.	All academic programs offered by the University are discussed in Board of Studies, recommended by Academic Council, approved by Governing Body. The Minutes of Meeting of the BoS are already attached as Annexure-6a. The Minutes of meeting of the Academic Council and Governing Board are attached as Annexure-7.

5.4	Furnish details of the following aspects of curriculum design: Innovation such as modular curricula Inter / multidisciplinary approach	NEP-2020 has been adopted as per UGC guidelines which has initiated a 4 year UG Program with Discipline Specific Courses (Major/Core), Minor stream, Multidisciplinary course, Ability Enhancement Courses (AEC), Skill Enhancement Courses (SEC), Value Added Courses common for all UG programs, Summer Internship, Research Project / Dissertation. Regulations for Academic Bank of Credit (ABC) and guidelines for Multiple Entry and Exit are already in place to facilitate the implementation of the proposed “Curriculum and Credit Framework for Undergraduate Programmes”. Curriculum are designed to empower students with an approach of critical thinking, ensure minimum set of competencies in their chosen specialization, knowledge and temperament of science, engineering and management to meet challenges in every walks of life. The curriculum is based on the following aspects: (a) Curriculum are framed considering the curriculum of Institutes of national Importance and reputed Universities. (b) Expectation of Industry, (c) Practice based Courses. The curriculum is expected to combine the best practices in pedagogy with appropriate e-learning tools to take care of the individual differences amongst learners of various classes and intellectual calibers.
5.5	Has the University conducted an academic audit? If yes, please give details regarding frequency and its usage.	Academic Audit was conducted in the year 2023-24 and the analytical details accrued thereof were used for further academic development. Academic Audit report for 2023-24 attached as Annexure-30
5.6	Apart from classroom instruction, what are the other avenues of learning provided for the students? (Example:- Projects, Internships, Field Trainings , Seminars, etc.)	The Academic departments of Swami Vivekananda University has adopted several initiatives and avenues of learning as per the current UGC framework – Projects (Mini & Major): Assigned as part of the curriculum to enhance problem-solving skills, innovation, and domain-specific application. Internships: Mandatory for several programs, enabling students to gain practical exposure in industrial, healthcare, or corporate environments. Field Training & Industrial Visits: Organized to provide real-world understanding of industrial processes, professional practices, and operational systems. Seminars & Workshops: Conducted regularly to update students on emerging trends, research opportunities, and industry expectations.

		Guest Lectures: Delivered by experts from academia and industry to provide insights beyond textbooks. Online Courses (NPTEL): Encouraged via NPTEL to broaden academic horizons. Student Clubs & Technical Societies: Promote peer learning, leadership, and practical engagement through activities and competitions. Hackathons, Tech Fests & Model Exhibitions: Foster creativity and application of knowledge in collaborative environments. Research Participation: Advanced students are involved in faculty-led research or independent studies for early research exposure.						
5.7	Please provide details of the examination system (Whether examination based or practical based)	See Regulation U.Reg.-3 and its sub regulations as provided in Annexure- 8 <i>also</i> See Regulation U.Reg (CCFUP)-6 and its sub regulations as provided in Annexure- 9						
5.8	What methods of evaluation of answer scripts does the University follow? Whether external experts are invited for evaluation?	See Regulation U.Reg.-6 and its sub regulations as provided in Annexure- 8 <i>also</i> See Regulation U.Reg (CCFUP)-8 and its sub regulations as provided in Annexure- 9 Till date no External Expert were called for evaluation. But Question papers are moderated by the External Experts.						
5.9	Mention the number of malpractice cases reported during the last 3 years and how they are dealt with.	<table border="1"> <thead> <tr> <th>Year of Exam</th><th>No. of Malpractice Cases Reported</th><th>Committee Recommendations</th></tr> </thead> <tbody> <tr> <td>2022-2023 ODD Semester</td><td>1</td><td>The student was called by the committee twice; however, the student neither appeared before the committee nor continued the course.</td></tr> </tbody> </table>	Year of Exam	No. of Malpractice Cases Reported	Committee Recommendations	2022-2023 ODD Semester	1	The student was called by the committee twice; however, the student neither appeared before the committee nor continued the course.
Year of Exam	No. of Malpractice Cases Reported	Committee Recommendations						
2022-2023 ODD Semester	1	The student was called by the committee twice; however, the student neither appeared before the committee nor continued the course.						
5.10	Does the University have a continuous internal evaluation system?	See Regulation U.Reg.-6.6 and 6.7 as provided in Annexure- 8 <i>also</i> See Regulation U.Reg (CCFUP)-8.3, 8.4, 8.5 as provided in Annexure- 9						

5.12	How are the question papers set to ensure the achievement of the course objectives?	See Regulation U.Reg.-6.1 and 6.2 as provided in Annexure- 8 <i>also</i> See Regulation U.Reg (CCFUP)-8.1, 8.2 as provided in Annexure- 9																											
5.13	State the policy of the University for the constitution of board of question paper setters, board of examiners and invigilators.	See Regulation U.Reg.-6 and its sub regulations as provided in Annexure- 8 <i>also</i> See Regulation U.Reg (CCFUP)-8 and its sub regulations as provided in Annexure- 9																											
5.14	How regular and time-bound are conduct of examinations and announcement of results? Substantiate with details of dates of examinations and announcement of results for the last 3 years. Details to be provided in the following format:- <table border="1" data-bbox="333 936 718 1108"> <tr> <th>Year</th><th>Date of exams</th><th>Date of announcement of results</th></tr> <tr> <td></td><td></td><td></td></tr> </table>	Year	Date of exams	Date of announcement of results				<table border="1" data-bbox="748 689 1401 1189"> <tr> <th>Year</th><th>Date of Exams</th><th>Date of Announcements of results</th></tr> <tr> <td>2022-23 ODD</td><td>3rd Week of January</td><td>07.04.2023</td></tr> <tr> <td>2022-23 EVEN</td><td>4th Week of June</td><td>25.07.2023</td></tr> <tr> <td>2023-24 ODD</td><td>1st Week of January</td><td>03.04.2024</td></tr> <tr> <td>2023-24 EVEN</td><td>4th Week of May</td><td>29.06.2024</td></tr> <tr> <td>2024-25 ODD</td><td>1st Week of December</td><td>26.04.2025</td></tr> <tr> <td>2024-25 EVEN</td><td>Last Week of May</td><td>31.07.2025</td></tr> </table>	Year	Date of Exams	Date of Announcements of results	2022-23 ODD	3 rd Week of January	07.04.2023	2022-23 EVEN	4 th Week of June	25.07.2023	2023-24 ODD	1 st Week of January	03.04.2024	2023-24 EVEN	4 th Week of May	29.06.2024	2024-25 ODD	1 st Week of December	26.04.2025	2024-25 EVEN	Last Week of May	31.07.2025
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2024-25 EVEN	Last Week of May	31.07.2025																											

D. Admission Details

6.1	How are students selected for admission to various courses? Please provide faculty-wise information a) Through special entrance tests b) Through interviews c) Through their academic record d) Through combination of the above Please also provide details about the weightage given to the above	Through Special Entrance Tests (SVU-CET): For admission to professional and technical programs such as Engineering, Law, Management, Allied Health Sciences, Life Sciences, Humanities, and Social Sciences, candidates are selected on the basis of their performance in the SVU-CET (Swami Vivekananda University Common Entrance Test). The Test is conducted through interview only. From 2025 Session Admission is strictly merit-based, and 100% weightage is accorded to the SVU-CET score. From the Academic Session 2025, the University shall adopt a two-tier admission process comprising a Written Test and an Interview Test. Both components will carry equal weightage (50% each) in the final selection of candidates. This system is introduced to ensure transparency, merit-based evaluation, and comprehensive assessment of applicants'
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		academic aptitude and personal suitability for the respective programs.			
6.2	Whether the University is admitting students from national level entrance test or state level entrance test?	Yes, the University is open for admitting students from national/state level entrance test viz. WBJEE, JELET, JECA.			
	If yes, please provide following details:-				
	Name of the National / state level entrance exam	No. of students admitted	% of students from the total admitted	Remarks	
		Annexure-10			
6.3	Whether admission procedure is available on the University website and in the prospectus	Yes, the admission procedure is available on University website and prospectus.			
6.4	Please provide details of the eligibility criteria for admission in all the courses	Details are provided in the Annexure-11			
6.5	Whether University is providing any reservation/ relaxation in admission? If yes, please provide details in the following format:-	Swami Vivekananda University is committed to promoting inclusive education and strives to accommodate students from diverse backgrounds. While the university operates primarily as a self-financed private institution, it recognizes the importance of social equity and, wherever feasible, offers reservation and relaxation as per applicable guidelines. Note: All admissions are granted on merit and subject to availability of seats under the respective category. This balanced approach reflects the university's effort to ensure fairness, accessibility, and merit-based opportunity within its operational framework.			
	Category	No. of Students Admitted	% of quota provided for reservation and preparation in respect of actual enrolment	Remarks	
	Not applicable	Not applicable	Not applicable	Not applicable	
6.6	Whether any management quota is available for admission in the University? If yes, please provide details in the following format:-	No management quota is applicable in the University. Swami Vivekananda University follows a transparent and merit-based admission process to ensure fairness and equal opportunity for all applicants. All admissions are conducted strictly on the basis of eligibility criteria, academic merit, and/or entrance assessments wherever applicable, in accordance with university and regulatory norms. This policy reflects the institution's commitment to academic integrity and inclusive excellence.			
	Total No. of Seats	No. of total students admitted	No. of	% of	

	(Course- wise)		students admitted under Management quota	students admitted under management quota
	Not applicable	Not applicable	Not applicable	Not applicable
6.7	What is the admission policy of the University with regard to NRI and overseas students?		Details Provided in Annexure - 12	

E. Fee Structure

7.1	Present Course-wise fee structure of the University (Please provide head-wise details of total fee charged)	Details are provided in the Annexure- 13
7.2	Any other fee charged by the University other than the fee displayed in the UGC website (e.g. Building Fee, Development Fee, Fee by any name, etc.)	No.
7.3	Whether fee structure is available on the University website and in the prospectus?	Yes, the Fees structure is available on University website and in the prospectus.
7.4	Whether fee is charged by the University as per fee structure displayed in the University website and in the prospects or some hidden charges are there?	The University charges fees from its students only as per details provided in Point No: 7.1 & 7.2 as above. There are no hidden charges.
7.5	Mode of Fee collection	All fees are collected through online mode.
7.8	Whether University is providing any concession in fee to students? If yes, please provide details.	Yes, the concession is provided to the students on the basis of SVU-CET score. The list of students is attached as Annexure-14
7.9	Details of the Hostel Fee including mess charges	A monthly Hostel fee of Rs. 7,500/- is applicable for the students which is inclusive of food and accommodation.
7.10	Any other fee	None
7.11	Basis of Fee Structure	The Fee Structures of all academic programs are duly approved by the Finance Committee of the University in accordance with the norms prescribed by the statutory and regulatory bodies.

		The total course fee is structured and charged on a semester-wise basis, ensuring that the financial responsibility is distributed evenly throughout the duration of the program. This approach is designed to minimize the financial burden on students and their families, allowing them to plan and manage expenses more conveniently. The University maintains complete transparency in its fee determination and collection process.
7.12	Whether the University has received any complaint with regard to fee charged or fee structure? If yes please give details about the action taken.	No Complaints Received till date.
7.13	Whether University is providing any scholarship to students? If yes, please provide details.	At present, the University does not offer any institutional scholarships. However, eligible students are supported in their application for various government and external scholarship schemes through a dedicated Scholarship Cell.

F. Faculty

8.1	Total no. of Sanctioned and filled up posts (Institution- wise and Department- wise)			Department	Professor		Associated Professor		Assistant Professor	
					Sanctioned	Filled	Sanctioned	Filled	Sanctioned	Filled
	The details are attached as Annexure- 15									
8.2	Details of teaching staff in the following format (Please provided details – Institution- wise and Department-wise) (Details to be provided in Appendix-XIII)									
Department	Name of the Teacher	Designation	Age	Educational Qualifications (whether qualified as per UGC Regulations)	Teaching experience in years	Date of appointment	Whether full time or part time	Regular or adhoc	Scale of Pay	No. of publications

8.3	Category wise No. of teaching Staff	Category	Female	Male	Total
		SC	37	63	100
		ST	10	18	28
		OBC	4	16	20
		PH	0	0	0
		General	159	244	403
		Total	210	341	551

8.4	Details of the permanent and temporary faculty members in the following format			
Particulars		Female	Male	Total
Total no. of permanent teachers		210	341	551
No. of teachers with Ph.D. as the highest qualification		58	119	177
No. of teachers with M. Phil as the highest qualification		1	3	4
No. of teachers with PG as the highest qualification		149	208	357
Total no. of temporary teachers		-	-	-
No. of teachers with Ph.D. as the highest qualification		-	-	-
No. of teachers with M. Phil as the highest qualification		-	-	-
No. of teachers with PG as the highest qualification		-	-	-
Total no. of part-time teachers		-	-	-
No. of teachers with Ph.D. as the highest qualification		-	-	-
No. of teachers with M. Phil as the highest qualification		-	-	-
No. of teachers with PG as the highest qualification		-	-	-
Total No. of visiting teachers		-	-	-

8.5	Ratio of full-time teachers to part-time/contract teachers	-
8.6	Process of recruitment of faculty — Whether advertised? (pl. attach copy of the ad) — Whether selection committee was constituted as per the UGC Regulation?	Through a duly constituted selection committee with subject experts, the appointments are made. These committees are constitutes in compliance with the UGC regulations. The copy of the Advertisement is annexed as Annexure-15a
8.7	Does the University follow self-appraisal method to evaluate teachers on teaching, research and work satisfaction? If yes, how is the self-appraisal of teachers analysed and used? Whether:-	Yes, the University follows a self-appraisal method to evaluate teachers on aspects such as teaching effectiveness, research contributions, and overall job satisfaction. Approach Followed:

	Self-Appraisal Evaluation Peer Review Students evaluation Others (specify)	Self-Appraisal Evaluation: Faculty members are required to submit a self-appraisal report annually, which includes details on teaching load, research publications, participation in seminars/workshops, academic contributions, administrative responsibilities, and feedback received. Review and Analysis: The submitted self-appraisal reports are reviewed by the Head of the Department (HoD) and further evaluated by the Dean and other members of the academic committee. Based on this, qualitative and quantitative assessments are made. Usage of Appraisal Data: The data from the self-appraisal is used for: (a) Performance reviews (b) Recommendations for promotions and incentives (c) Identification of training and development needs (d) Enhancing academic planning and workload distribution
8.8	Institution-wise and Department-wise teacher student ratio (only full time faculty)	Details provided in Annexure- 16
8.9	Whether the University is providing UGC Pay Scales to the Permanent Faculty? If yes, please provide the following details:- Scale of Pay with all the allowances Professor – Associate Prof.- Assistant Prof. – Mode of Payment – (Cash/Cheque)	The University currently follows its consolidated pay structure for all faculty members, which is designed to ensure competitive and fair compensation in alignment with institutional policies. The salary of all staff members are disbursed through online bank transfer to their respective bank accounts.
8.10	Pay/Remuneration provided to:- Part-Time Faculty – Temporary Faculty- Guest Faculty –	The University follows consolidated remuneration / per class basis system for the mentioned faculties.
8.11	Facilities for teaching staff (Please provide details about Residence, Rooms, Cubicles, Computers/Any other)	Faculty Rooms are available for each department with computers and free internet facility with cubicles.

G. Infrastructure

9.1	Does the University have sufficient space for Land & Building?	Yes
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9.2	Does the University have sufficient class rooms?	Yes	
9.3	Laboratories & Equipment (Details to be provided in Appendix-XV)	Details are provided in Appendix-XV	
a)	Item Description (make and model)		
b)	Location (Department)		
c)	Value (Rs.)		
d)	Present Condition		
e)	Date of Purchase		
9.4	Library	Details are provided in Appendix-XIV	
a)	Total Space (all Kinds)		
b)	Computer / Communication facilities		
c)	Total no. of Ref. Books (Each Department)		
d)	All Research Journals subscribed On a regular basis		
9.5	Sports Facilities (Details to be provided in Appendix-XVI)	Details are provided in Appendix-XVI	
a)	Open Play Ground(s) for outdoor sports (Athletics, Football, Hockey, Cricket, etc.)		
b)	Track for Athletics		
c)	Basketball courts		
d)	Squash / Tennis Courts		
e)	Swimming Pool (Size)		
f)	Indoor Sports Facilities including Gymnasium		
g)	Any other		
9.6	Does the University has provision for Residential Accommodation including hostels (boys & girls separately)	Hostel Name	Capacity
		Girls' Hostel-1	57
		Girls' Hostel-2	60
		Girls' Hostel-3	45
		Boys' Hostel-1	16
		Boys' Hostel-2	54

H. Financial Viability

10.1	Details of the Corpus Fund created by the University Amount – FDR No. Date – Period - (Documentary evidence to be given)	Details are provided in Annexure-17 See details as given in Point No- 17.1 Copy of FDR attached as Annexure-31
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10.2	Financial position of the University (please provide audited income and expenditure statement for the last 3 years)	Details are provided in Annexure-17 See details as given in Point No- 17.2 Copy of Audited Statement of Accounts attached as Annexure-32
10.3	Source of finance and quantum of funds available for running the University (for last audited year) Fees – Donations – Loan – Interest— Any other (pl. Specify)-	Details are provided in Annexure-17 See details as given in Point No- 17.3
10.4	What is the University's 'unit cost' of education? (Unit cost = total annual expenditure (budget accruals) divided by the number of students enrolled) Unit cost calculated excluding the salary component may also be given	Details are provided in Annexure-17 See details as given in Point No- 17.4

I. Governance System

11. Organization, Governance and Management

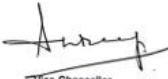
11.1	Composition of the statutory bodies of the University (please give names, profession & full postal address of the members and date of constitution):- • Governing Board • Executive Council • Board of Management • Academic Council • Finance Committee • Board of Studies • Others (Details to be provided in Appendix-XVII)	Details are provided in Appendix-XVII
11.2	Dates of the meetings of the above bodies held during the last 2 years (Enclose attested copy of the minutes of meetings)	Dates of Governing Board Meetings : 07/08/2025, 07/03/2025 28/09/2024, 09/03/2024, Dates of Academic Council Meetings: 04/03/2025, 24/09/2024, 02/03/2024, 02/09/2023. Dates of Finance Committee Meetings: 28/02/2025, 21/09/2024, 28/02/2024, 30/08/2023. Dates of meetings of Board of Studies:

		See Annexure-18 The Minutes of Meetings of Governing Board, Academic Council, Finance Committee and Board of Studies is attached as Annexure-29.
11.3	What percentage of the members of the Boards of Studies, or such other academic committees, are external? Enclose the guidelines for BOS or such other Committees.	Generally, the University tried to ensure that at least 20% of the members of the Boards of Studies (BoS) or other statutory academic committees are drawn from external experts. These external members are typically senior academicians from other reputed universities/institutions, industry representatives, or domain experts, who contribute diverse perspectives and play a vital role in strengthening curriculum design, evaluation methods, research orientation, and overall academic innovation. The Chairperson of the BoS is ordinarily an internal faculty member (most commonly the Head/Coordinator of the Department). However, the inclusion of external experts is mandatory to maintain objectivity, academic rigor, and alignment with best practices across the higher education sector.
11.4	Are there other strategies to review academic programmes besides the academic council? If yes, give details about what, when and how often are such reviews made?	No.

J. Research Profile

12.1	<u>Faculty-wise and Department-wise</u> information to be provided in respect of the following:-	
	Student Teacher Ratio	Details attached as Annexure-16
	Class Rooms	Details attached as Annexure-19
	Teaching labs	Details attached as Annexure-20
	Research labs (Major Equipment's)	Details attached as Appendix-XV
	Research Scholars (M. Tech., Ph.D., Post-Doctoral Scholars)	Details attached as Annexure-21
	Publications in last 3 years (Year-wise list)	Details attached as Annexure-22

	No. of Books Published	Details attached as Annexure-23
	Patents	Details attached as Annexure-24
	Transfer of Technology	None
	Inter-departmental Research (Inter-disciplinary)	None
	Consultancy	Details attached as Annexure-25
	Externally funded Research Projects	Details attached as Annexure-26
	Educational Programmes Arranged	Details attached as Annexure-27


 Vice Chancellor
 Swami Vivekananda University
 Barrackpore, West Bengal

K. Misc

13. Details of Non-Teaching Staff

13.1	Details of Non-Teaching Staff					
Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained Yes/No If yes, Details
(Details to be provided in Appendix-XVIII)						

13.2	Summary of the Non-Teaching Staff	Particulars of	Female	Male	Total
		Administrative Staff			
		Group-A	0	8	8
		Group-B	18	52	70
		Group-C	15	28	43
		Group-D	55	68	123
		Sub Total	88	155	243
		Technical Staff			
		Group-A	0	0	0
		Group-B	0	1	1
		Group-C	3	28	31
		Group-D	0	0	0
		Sub Total	3	28	31
		GRAND TOTAL	91	184	275

13.3	No. of Non-teaching staff category wise	Category	Female	Male	Total
		SC	15	30	45
		ST	2	1	3
		OBC	4	10	14
		PH	0	0	0
		General	70	143	213
		Total	91	184	275

13.4	Ratio of Non-teaching staff to students	1 : 37
13.5	Ratio of Non-teaching staff to faculty	1 : 2

14. Academic Results

14.1	Faculty-wise and course-wise academic results of the past 3 years	Details provided in Annexure-28								
	<table><tr><th>S.No.</th><th>Course</th><th>No. of Candidates appeared</th><th>Result</th></tr><tr><td></td><td></td><td></td><td></td></tr></table>	S.No.	Course	No. of Candidates appeared	Result					
S.No.	Course	No. of Candidates appeared	Result							

15. Accreditation

15.1	Whether Accredited by NAAC? If yes please provide the following details: Date of Accreditation: Period Grade CGPA Grading System Followed	No								
15.2	Whether courses are accredited by NBA? If yes please provide course-wise details as under:- <table border="1" data-bbox="306 526 880 618"><thead><tr><th>S. No.</th><th>Course</th><th>Whether Accredited</th><th>Period of Accreditation</th></tr></thead><tbody><tr><td> </td><td> </td><td> </td><td> </td></tr></tbody></table>	S. No.	Course	Whether Accredited	Period of Accreditation					No
S. No.	Course	Whether Accredited	Period of Accreditation							
15.3	Other Accreditations, if any	No								
15.4	Any other information (including special achievements by the University which may be relevant for the University)	None								

16. Strength and Weaknesses of the University

16.1	Strengths of the University	• Swami Vivekananda University tries to maintain global standards in education and promotes best practices in higher education and research. • The University has teachers having excellent academic standing and exposure to recent trends in international academic research. The University focuses on inter-disciplinary studies which is in accordance with the UGC regulations. • The University has a couple of Centres of Excellence and have Memorandum of Understanding with high level industries heavy weights and offers several free short-term Certificate courses for its students. The Certificate courses involve multiple forms of study on Computer Aided Design, Robotics, Quantum Computing, Performing Arts, Geo Informatics, Data analytics, Cyber Security, Communication skills, Automation & Artificial intelligence. • The Incubation Centre of the University is dedicated to nurturing the entrepreneurial spirit and fostering innovation among students, faculty, and community members. • The University in its endeavor to promote gender equality has established Centre for Gender Studies, Centre for Women's Studies. The University practises strict intolerance of gender discrimination. Also the University practises zero tolerance regarding ragging or any kind of harassments in the campus. • The relationship between the teachers, staff and students is one of cooperation and mutual trust which creates an atmosphere of academic excellence. • The Central Library of the University caters to the needs of the students and teachers', the library also extends Book Bank facility to the students. • University conducts regular outreach programmes, workshops, seminars and symposia at national and international level. • The students of the University are actively involved in the National Social Service. • Information and communications technology facilities are available in the classrooms. • On campus placement of students are satisfactory. • Special projects for socially disadvantaged students are implemented in collaboration with local administration.
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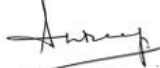
16.2	Weaknesses of the University	• Being a newly established University, the institution is in the process of expanding its academic, research, and infrastructural capacities. While significant progress has been made, certain challenges remain, which are outlined below: • Funding for Research and Development: As a developing institution, the University requires enhanced financial support for promoting research and development activities. Additional funding and grants from governmental and non-governmental agencies are essential to strengthen ongoing and future research initiatives. • Faculty Recruitment in Specialized Domains: The University faces challenges in recruiting and retaining qualified faculty members in certain specialized and emerging disciplines, where the availability of experienced professionals is limited. • Dependence on Self-Generated Funds: Being a private university, the institution primarily depends on self-generated resources to meet all expenditures related to infrastructure development, faculty recruitment, and retention, which sometimes constrains the pace of expansion. • Geographical Location and Connectivity: The University is located at a distance from Kolkata, where road and rail connectivity are comparatively limited. This poses occasional challenges in attracting high-achieving students and faculty members who prefer to stay within or near metropolitan areas.
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Certificate

This is to certify that all the information provided above is true to the best of my knowledge and belief. The University will adhere to the rules, regulations and guidelines of the UGC, Central Government and relevant Statutory Council(s) and abide by all the provisions under the UGC Regulation.

The above information is also posted on the website of the University <https://www.swamivivekanandauniversity.ac.in/>

Signed and Sealed by the Head of the Institution


Vice Chancellor
Swami Vivekananda University
Barrackpore, West Bengal

**Vice Chancellor
Swami Vivekananda University**