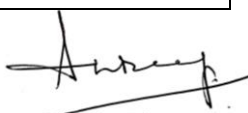**UNIVERSITY GRANTS COMMISSION**
**BAHADUR SHAH ZAFAR MARG NEW DELHI-110 002**

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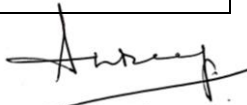**for ascertaining their norms and standards**

## A.     Legal Status

| 1.1 | Name and Address of the University | **Swami Vivekananda University**<br><br>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<br><br>a.    Website –<br>b.    E-mail –<br>c.    Phone Nos.—<br>d.    Fax No -- | <br><br>*www.swamivivekanandauniversity.ac.in*<br>*info@swamivivekanandauniverity.ac.in*<br>+91 7044086270<br>   N/A |
| | Information about authorities of the University<br><br>Ph. (including mobile), Fax Nos. and e-mail of Chancellor | Name : Dr. Nandan Gupta<br>Phone No. +91 9831201962<br>Email id *: drnandangupta72@gmail.com* |
| | Ph. (including mobile), Fax Nos. and e-mail of Vice-Chancellor | Name : Prof. (Dr.) Subrata Kumar Dey<br>Phone No. : 9830278216<br>Email id: *vc@swamivivekanandauniverity.ac.in* |
| | Ph. (including mobile), Fax Nos. and e-mail of Registrar | Name : Prof. (Dr.) Pinak Pani Nath<br>Phone No. : 9830278216<br>Email id:<br>*registrar@swamivivekanandauniverity.ac.in* |
| | Ph. (including mobile), Fax Nos. and e-mail of Finance Officer | Name : Prof. (Dr.) Pinak Pani Nath<br>[Finance Officer- (Officiating)]<br>Phone No. : 9830278216<br>Email id:<br>*registrar@swamivivekanandauniverity.ac.in* |
| 1.4 | Date of Establishment | 05 December 2019<br>vide Notification No: 403-L/OM-56L/2017 dated 09/12/2019 issued by the Higher Education Department, Government of West Bengal.<br><br>The Notification is attached **Annexure-1** |

**Vice-Chancellor**

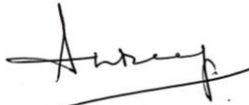| | | | |
|---|---|---|---|
| **1.5** | Name of the Society / Trust promoting the University (*Information may be provided in the following format*)<br><br>(Copy of the registered MoA / Trust Deed to be enclosed) | **Regent Education & Research Foundation**<br><br>Bara Kanthalia, Sewli-Telinipara , Barrackpore-Barasat Road , North 24 Parganas, Barrackpore, Kolkata -700121<br><br>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?<br><br>If yes, please provide details in the following format.<br><table><tr><td>Name of the member</td><td>Address</td><td>Name of the society/trust</td><td>Designation in the Society/Trust</td></tr></table>(Details to be provided in Appendix-II) | Not Applicable | |
| **1.8** | Whether the promoting Society/Trust is involved in promoting/ running any other University/ Educational Institution?<br>If yes, please give details in the following format:-<br><table><tr><td>Name of the University / Educational Institution</td><td>Activities</td></tr></table>(Details to be provided in Appendix-III) | Details are provided in **Appendix-III** | |
| **1.9** | Whether the promoting society/trust is involved in promoting/running activities other than educational?<br>If yes, please give details in the following format:-<br><table><tr><td>Name of the Organization</td><td>Activities</td></tr></table>(Details to be provided in Appendix-IV) | No | |
| **1.10** | Act and Notification under which established<br><br>(copy of the Act & Notification to be enclosed)<br><br>Copy of the relevant notification enclosed along with Copy of the Act. | 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.<br><br>Swami Vivekananda University Act - 2019 is attached as **Annexure-3**<br><br>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.<br><br>Notification already attached as **Annexure-1** | |
| **1.11** | Whether the University has been established by a separate State Act? | Yes | |

**Vice-Chancellor**

## B. Organization Description

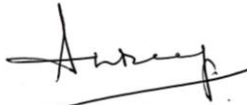| | | |
|---|---|---|
| **2.1** | Whether Unitary in nature (as per the UGC Regulation) | Yes |
| **2.2** | Territorial Jurisdiction of the University as per the Act | As per Section- 1(2) of the Swami Vivekananda University Act, 2019, Jurisdiction of the University shall be whole of the State of West 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?<br>If yes, please give details of the approval granted by the State Government and UGC in the following format:-<br>*a.* Place of the off-campus<br>*b.* Letter No. & date of the approval of State Government<br>*c.* Letter No. & date of the approval of UGC<br><br>(Details to be provided in Appendix-V)<br>(Please attach attested copy of the approval) | No |
| **2.5** | Whether any off-shore campus established?<br>If yes, please give details of the approval granted by the Government of India and the host country in the following format:-<br>a. Place of the off-shore campus<br>b. Letter No. & date of the approval of Host Country<br>c. Letter No. & date of the approval of Government of India<br><br>(Details to be provided in Appendix-VI)<br>(Please attach attested copy of the approval) | No |
| **2.6** | Does the University offer a distance education programme?<br>If yes, whether the courses run under distance mode are approved by the competent authority?<br><br>(Please enclose attested copy of the course-wise approval of competent authority) | No |

**Vice-Chancellor**

| 2.7 | Whether the University has established study centre(s)? <br> If yes, please provide details and whether these study centres are approved by the competent authority of the University and UGC? <br><br> (Details to be provided in Appendix-VII) <br><br> (Please enclose attested copy of the approval from the competent authority) | No |
|------|------|------|

## C.   Academic Activities Description
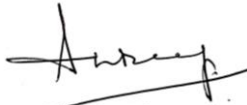
### 3.   Academic Programmes

| 3.1 | Details of the programmes permitted to be offered by Gazette Notification of the State Government and its reference. <br><br> (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. <br><br> Details are provided in **Appendix-VIII** |
|------|------|------|
| 3.2 | Current number of academic programmes/ courses offered by the University. <br><br> (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: <br>    **a.** Start new courses <br>    **b.** To increase intake <br> If yes please enclose copy of approval and give course- wise details in the following format:- <br><br> <table><tr><td>Name of the course</td><td>Statutory council</td><td>Whether approval taken</td></tr><tr><td colspan="3">(Details to be provided in Appendix-X)</td></tr></table> | Not applicable |

**Vice-Chancellor**

Vice Chancellor
Swami Vivekananda University
Barrackpore, West Bengal

| | | |
|---|---|---|
| **3.4** | If the University is running courses under distance mode, please provide details about the students enrolled in the following format:- <br><br> <table><tr><td>Name of the Study Centre</td><td>Courses offered</td><td>No. of students enrolled</td></tr><tr><td></td><td></td><td></td></tr></table> <br> (Details to be provided in Appendix-VII) <br> (Please enclose copy of the course-wise approval of the competent authority) | None |
| **3.5** | Temporal plan of academic work in the University – <br><br> 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? <br><br> If yes, please give details in the following format:- <br><br> a. Name of the course(s) <br> b. Since when started <br> c. Whether the University has applied for permission from UGC? <br><br> (Details to be provided in Appendix-XI) | No |

**Vice-Chancellor**

Vice Chancellor
Swami Vivekananda University
Barrackpore, West Bengal

## 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**

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Vice Chancellor
Swami Vivekananda University
Barrackpore, West Bengal
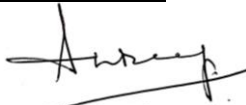
| | | Category | Female | Male | Total |
|---|---|---|---|---|---|
| **4.2** | Category wise No. of Students | **SC** | 248 | 766 | *1014* |
| | | **ST** | 1 | 5 | *6* |
| | | **OBC** | 286 | 878 | *1164* |
| | | **PH** | 0 | 0 | *0* |
| | | **General** | 828 | 1883 | *2711* |
| | | ***Total*** | *1363* | *3532* | *4895* |

| **4.3** | **Details of the two batches of students admitted** | | | | | | |
|---|---|---|---|---|---|---|---|

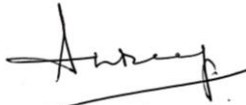| | Batch 1 | | | Batch 2 | | |
|---|---|---|---|---|---|---|
| **Particulars** | **Year of Entry – 2022-2023** | | | **Year of Entry – 2023-2024** | | |
| | UG | PG | Total | UG | PG | Total |
| No. admitted to the programme | 2104 | 573 | 2677 | 3336 | 716 | 4052 |
| No. of Drop-outs | | | | | | |
|   (a) Within four months of Joining | 253 | 42 | 295 | 402 | 76 | 478 |
|   (b) Afterwards | 63 | 13 | 76 | 31 | 35 | 66 |
| No. appeared for the final year examination | 847 | 510 | 1357 | 1285 | 515 | 1800 |
| No. passed in the final exam | 655 | 499 | 1154 | 913 | 210 | 1123 |
| 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?<br><br>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?<br><br>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. |

**Vice-Chancellor**

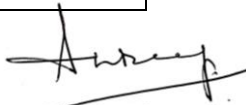| | | Further, the University provides Tuition Fee waiver on specific requests to the economically / socially disadvantageous group of students.<br><br>The List of Students is annexed in **Annexure-4** |
|---|---|---|
| **4.6** | In case the University is running M. Phil / Ph.D. programme, whether it 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.<br>It is conducted as part time programme. |
| **4.7** | Whether the University have a website?<br>If yes please give website address and whether the website is regularly updated? | https://www.swamivivekanandauniversity.ac.in/<br><br>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 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?<br><br>If yes, please provide details about the complaints received against malpractices, etc in the University in the following format:-<br><br><table><tr><td>Name of the complainant</td><td>Complaint against</td><td>Date of complaint</td><td>Action taken by the University</td></tr><tr><td></td><td></td><td></td><td></td></tr></table><br>(Details to be provided in Appendix-XII) | 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.<br><br>Details of the committee is attached as **Annexure-5.**<br><br>Details of the complaints received are provided in **Appendix-XII :** Calculation of number of complaints is under preparation. |

**Vice-Chancellor**

Vice Chancellor
Swami Vivekananda University
Barrackpore, West Bengal

## 5. Curriculum, Teaching, Learning Process / Method, Examination / Evaluation System
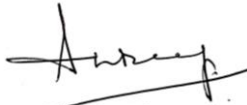
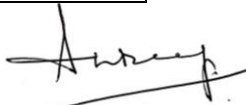| 5.1 | Which University body finalized the curriculum? The composition of the body may be given. (Board of Studies, Academic Council, Board of Management) | The curriculum is extensively discussed and deliberated upon at the Department level in its **Departmental Academic Committee (DAC).** The draft curricula 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. |
| 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. |

**Vice-Chancellor**

| | | 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". |
|---|---|---|
| | | Curricula 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 being followed in Institutes of national Importance and reputed Universities.<br>**(b)** Expectation of Industry,<br>**(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?<br><br>If yes, please give details regarding frequency and its usage. | Academic Audit is regularly conducted. It is conducted every year and analytical details accrued thereof are used for further academic development. |
| **5.6** | Apart from classroom instruction, what are the other avenues of learning provided for the students?<br><br>(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 –<br><br>**Projects (Mini & Major):** Assigned as part of the curriculum to enhance problem-solving skills, innovation, and domain-specific application.<br><br>**Internships:** Mandatory for several programs, enabling students to gain practical exposure in industrial, healthcare, or corporate environments.<br><br>**Field Training & Industrial Visits:** Organized to provide real-world understanding of industrial processes, professional practices, and operational systems.<br><br>**Seminars & Workshops:** Conducted regularly to update students on emerging trends, research opportunities, and industry expectations.<br><br>**Guest Lectures:** Delivered by experts from academia and industry to provide insights beyond textbooks.<br><br>**Online Courses (NPTEL) :** Encouraged via NPTEL to broaden academic horizons. |

**Vice-Chancellor**

| | | **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**<br>*also*<br>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**<br>*also*<br>See Regulation **U.Reg (CCFUP)-8** and its sub regulations as provided in **Annexure- 9**<br><br>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. | (see table below) |
| 5.10 | Does the University have a continuous internal evaluation system? | See Regulation **U.Reg.-6.6 and 6.7**<br>as provided in **Annexure- 8**<br>*also*<br>See Regulation **U.Reg (CCFUP)-8.3, 8.4, 8.5**<br>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**<br>as provided in **Annexure- 8**<br>*also*<br>See Regulation **U.Reg (CCFUP)-8.1, 8.2**<br>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<br>as provided in **Annexure- 8**<br>*also*<br>See Regulation **U.Reg (CCFUP)-8** and its sub regulations<br>as provided in **Annexure- 9** |

Table for 5.9:

| 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. |

**Vice-Chancellor**

Vice Chancellor
Swami Vivekananda University
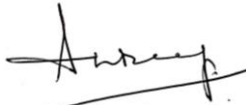Barrackpore, West Bengal

| 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><tr><td>Year</td><td>Date of exams</td><td>Date of announcement of results</td></tr><tr><td></td><td></td><td></td></tr></table> |  |
|---|---|---|

| Year | Date of Exams | Date of Announcements of results |
|---|---|---|
| 2022-23 ODD | 3rd Week of January | 07.04.2023 |
| 2022-23 EVEN | 4th Week of June | 25.07.2023 |
| 2023-24 ODD | 1st Week of January | 03.04.2024 |
| 2023-24 EVEN | 4th Week of May | 29.06.2024 |
| 2024-25 ODD | 1st Week of December | 26.04.2025 |
| 2024-25 EVEN | Last Week of May | 31.07.2025 |

## D.    Admission Details

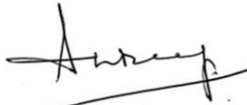| 6.1 | How are students selected for admission to various courses? Please provide faculty-wise information<br><br>a) Through special entrance tests<br>b) Through interviews<br>c) Through their academic record<br>d) Through combination of the above<br><br>Please also provide details about the weightage given to the above | Details are provided in the **Annexure-11** |
|---|---|---|
| 6.2 | Whether the University is admitting students from national level entrance test or state level entrance test? | Yes, the University is open admitting students from national/state level entrance test viz. WBJEE, JELET, JECA. |
|  | If yes, please provide following details:-<br><table><tr><td>Name of the National / state level entrance exam</td><td>No. of students admitted</td><td>% of students from the total admitted</td><td>Remarks</td></tr><tr><td colspan="4">**Annexure-10 – List is under preparation**</td></tr></table> | |
| 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?<br><br>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. |

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| | | **Note:** All admissions are granted on merit and subject to availability of seats under the respective category.<br><br>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 |
|---|---|---|---|
| | | | |
| | | | |

| | | |
|---|---|---|
| **6.6** | Whether any management quota is available for admission in the University?<br><br>If yes, please provide details in the following format:- | **No management quota is applicable** in the University.<br>Swami Vivekananda University follows a transparent and merit-based admission process to ensure fairness and equal opportunity for all applicants.<br>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 (Course- wise) | No. of total students admitted | No. of students admitted under Management quota | % of students admitted under management quota |
|---|---|---|---|
| | 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

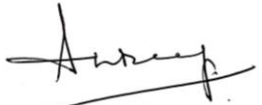| | | |
|---|---|---|
| **7.1** | Present Course-wise fee structure of the University<br>(Please provide head-wise details of total fee charged) | Details are provided in the **Annexure- 13** |
| **7.2** | Any other fee charged by the University other than the fee displayed in the UGC website (e.g. Building 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.<br><br>There are no hidden charges. |
| **7.5** | Mode of Fee collection | All fees are collected through online mode. |

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| 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 | |
| 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 |
| 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**) |
|---|---|

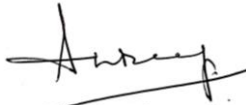| Department | Name of the Teacher | Designation | Age | Educational Qualifications (whether qualified as per UGC Regulations) | Teaching experience in years | Date of appointment | Whether full time or part time | Regular or adhoc | Scale of Pay | No. of publications |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | |

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| 8.3 | Category wise No. of teaching Staff | Category | Female | Male | Total |
|---|---|---|---|---|---|
| | | SC | 38 | 56 | **94** |
| | | ST | 12 | 19 | **31** |
| | | OBC | 4 | 17 | **21** |
| | | PH | 0 | 2 | **2** |
| | | General | 114 | 176 | **290** |
| | | **Total** | **168** | **270** | **438** |

| 8.4 | Details of the permanent and temporary faculty members in the following format |
|---|---|

| Particulars | Female | Male | Total |
|---|---|---|---|
| **Total no. of permanent teachers** | **163** | **242** | **408** |
| No. of teachers with Ph.D. as the highest qualification | 57 | 113 | 170 |
| No. of teachers with M. Phil as the highest qualification | 0 | 3 | 3 |
| No. of teachers with PG as the highest qualification | 106 | 129 | 235 |
| **Total no. of temporary teachers** | **0** | **0** | **0** |
| No. of teachers with Ph.D. as the highest qualification | 0 | 0 | 0 |
| No. of teachers with M. Phil as the highest qualification | 0 | 0 | 0 |
| No. of teachers with PG as the highest qualification | 0 | 0 | 0 |
| **Total no. of part-time teachers** | **0** | **5** | **5** |
| No. of teachers with Ph.D. as the highest qualification | 0 | 1 | 1 |
| No. of teachers with M. Phil as the highest qualification | 0 | 0 | 0 |
| No. of teachers with PG as the highest qualification | 0 | 4 | 4 |
| **Total No. of visiting teachers** | **0** | **1** | **1** |

| 8.5 | Ratio of full-time teachers to part-time/contract teachers | |
|---|---|---|
| 8.6 | Process of recruitment of faculty<br>— Whether advertised?<br>(pl. attach copy of the ad)<br>— 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 |
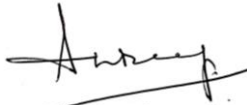
**Vice-Chancellor**

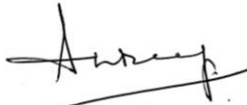| | | |
|---|---|---|
| 8.7 | Does the University follow self-appraisal method to evaluate teachers on teaching, research and work satisfaction? If yes, how is the self-appraisal of teachers analysed and used? Whether:-<br><br>Self-Appraisal Evaluation<br>Peer Review Students evaluation Others (specify) | Yes, the University follows a self-appraisal method to evaluate teachers on aspects such as teaching effectiveness, research contributions, and overall job satisfaction.<br><br>**Approach Followed:**<br><br>**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.<br><br>**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.<br><br>**Usage of Appraisal Data:** The data from the self-appraisal is used for:<br>(a) Performance reviews<br>(b) Recommendations for promotions and incentives<br>(c) Identification of training and development needs<br>(d) Enhancing academic planning and workload distribution |
| 8.8 | Institution-wise and Department-wise teacher student ratio<br>(only full time faculty) | See **Annexure- 16** |
| 8.9 | Whether the University is providing UGC Pay Scales to the Permanent Faculty? If yes, please provide the following details:-<br><br>Scale of Pay with all the allowances<br>Professor –<br>Associate Prof.-<br>Assistant Prof. –<br>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.<br><br>The salary of all staff members are disbursed through **online bank transfer** to their respective bank accounts. |
| 8.10 | Pay/Remuneration provided to:-<br>Part-Time Faculty –<br>Temporary Faculty-<br>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. |

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**G.** **Infrastructure**

| | | |
|---|---|---|
| **9.1** | Does the University have sufficient space for Land & Building? | Yes |
| **9.2** | Does the University have sufficient class rooms? | Yes |
| **9.3** | **Laboratories & Equipment**<br>(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<br>On a regular basis | |
| **9.5** | **Sports Facilities**<br>(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) | The University provides Hostel accommodation for both Boys (1 Hostel) and Girls (1 Hostel).<br>The capacity of accommodation for boys hostel is 50 and for girls hostel it is 70. |

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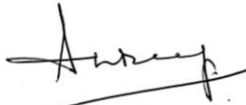
## H. Financial Viability

| 10.1 | Details of the Corpus Fund created by the University<br><br>Amount –<br>FDR No. Date – Period -<br><br>(Documentary evidence to be given) | Details are provided in **Annexure-17**<br><br>See details as given in **Point No- 17.1** |
|---|---|---|
| 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**<br><br>See details as given in **Point No- 17.2** |
| 10.3 | Source of finance and quantum of funds available for running the University (for last audited year)<br>Fees –<br>Donations —<br>Loan —<br>Interest—<br>Any other (pl. Specify)- | Details are provided in **Annexure-17**<br><br>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**<br><br>See details as given in **Point No- 17.4** |

## I. Governance System

### 11. Organization, Governance and Management

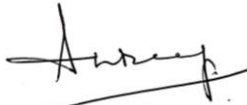| 11.1 | Composition of the statutory bodies of the University (please give names, profession & full postal address of the members and date of constitution):-<br><ul><li>Governing Board</li><li>Executive Council</li><li>Board of Management</li><li>Academic Council</li><li>Finance Committee</li><li>Board of Studies</li><li>Others</li></ul>(Details to be provided in **Appendix-XVII**) | Details are provided in **Appendix-XVII** |
|---|---|---|

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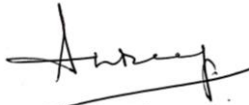| 11.2 | Dates of the meetings of the above bodies held during the last 2 years<br><br>(Enclose attested copy of the minutes of meetings) | **Dates of Governing Board Meetings :**<br>07/03/2025, 28/09/2024,<br>09/03/2024, 09/09/2023.<br>-     **Annexure-29**<br>**Dates of Academic Council Meetings:**<br>04/03/2025, 24/09/2024,<br>02/03/2024, 02/09/2023.<br><br>**Dates of Finance Committee Meetings:**<br>28/02/2025, 21/09/2024,<br>28/02/2024, 30/08/2023.<br><br>**Dates of meetings of Board of Studies:** |
|---|---|---|
| 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. | Details provided in **Annexure-18** |
| 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 | **Faculty-wise and Department-wise** information to be provided in respect of the following:-<br><br>➢  Student Teacher Ratio<br><br>➢  Class Rooms<br><br>➢  Teaching labs<br><br>➢  Research labs (Major Equipment's)<br><br>➢  Research Scholars ( M. Tech., Ph.D., Post-Doctoral Scholars)<br><br>➢  Publications in last 3 years (Year-wise list)<br><br>➢  No. of Books Published<br><br>➢  Patents<br><br>➢  Transfer of Technology<br><br>➢  Inter-departmental Research (Inter-disciplinary)<br><br>➢  Consultancy | <br><br>➢  Attached as **Annexure-16**<br><br>➢  Attached as **Annexure-19**<br><br>➢  Attached as **Annexure-20**<br><br>➢  Attached as Appendix-XV<br><br>➢  Attached as **Annexure-21**<br><br>➢  Attached as **Annexure-22**<br><br>➢  Attached as **Annexure-23**<br><br>➢  Attached as **Annexure-24**<br><br>➢  None<br><br>➢  None<br><br>➢  Attached as **Annexure-25** |
|---|---|---|

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| | |
|---|---|
| ➢ Externally funded Research Projects | ➢ Attached as **Annexure-26** |
| ➢ Educational Programmes Arranged | ➢ Attached as **Annexure-27** |

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Barrackpore, West Bengal

**K.**    **Misc**

**L.**

**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 | 1 | 20 | 21 |
| | | | Group-C | 0 | 0 | 0 |
| | | | Group-D | 0 | 0 | 0 |
| | | | Sub Total | 1 | 28 | 29 |
| | | | | | | |
| | | | **Technical Staff** | | | |
| | | | Group-A | 0 | 0 | 0 |
| | | | Group-B | 0 | 0 | 0 |
| | | | Group-C | 0 | 25 | 25 |
| | | | Group-D | 0 | 0 | 0 |
| | | | Sub Total | 0 | 25 | 25 |
| | | | **GRAND TOTAL** | 1 | 53 | 54 |

| 13.3 | No. of Non-teaching staff category wise | | | | |
|---|---|---|---|---|---|
| | | Category | Female | Male | Total |
| | | SC | 8 | 19 | 27 |
| | | ST | 0 | 0 | 0 |
| | | OBC | 2 | 13 | 15 |
| | | PH | 0 | 0 | 0 |
| | | General | 82 | 153 | 235 |
| | | **Total** | 92 | 185 | 277 |

| 13.4 | Ratio of Non-teaching staff to students | 1:36 |
|---|---|---|
| 13.5 | Ratio of Non-teaching staff to faculty | 1:2 |

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## 14. Academic Results

| 14.1 | Faculty-wise and course-wise academic results of the past 3 years | Details provided in **Annexure-28** List under preparation |
|------|------|------|

| 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:- | 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 |

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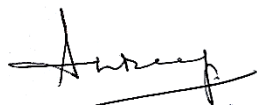
## 16. Strength and Weaknesses of the University

| 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.<br>• 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. Most of the teachers of the University have doctoral degrees from renowned and reputed institutions across the globe. Some the faculty members have received grants from renowned institutions and funding agencies.<br>• 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.<br>• The Incubation Centre of the University is dedicated to nurturing the entrepreneurial spirit and fostering innovation among students, faculty, and community members.<br>• 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.<br>• The relationship between the teachers, staff and students is one of cooperation and mutual trust which creates an atmosphere of academic excellence.<br>• 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.<br>• University conducts regular outreach programmes, workshops, seminars and symposia at national and international level.<br>• The students of the University are actively involved in the National Social Service.<br>• Information and communications technology facilities are available in the classrooms. |
|------|------|------|
| 16.2 | Weaknesses of the University | • The location of the University is neither cosmopolitan nor rural, which sometimes creates hindrances in commutation.<br>• Being a new University, it requires more funding towards research & development and grants from non-governmental organisation.<br>• Difficult to find adequate faculty members in some specialised domains.<br>• More emphasis is required on consultancy and industrial funding. |

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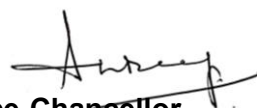
The above information is also posted on the website of the University https://www.swamivivekanandauniversity.ac.in/

**Signed and Sealed by the Head of the Institution**

Vice Chancellor
Swami Vivekananda University
Barrackpore, West Bengal
**Vice Chancellor**
**Swami Vivekananda University**

**Vice-Chancellor**
Vice Chancellor
Swami Vivekananda University
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