

Dr. Vikas Gupta  
Director

To,

The Vice Chancellor  
Assam Don Bosco University  
Airport Road  
Azara, Guwahati – 781 017  
Assam

**Subject** Recognition of Assam Don Bosco, Azara, Guwahati, Assam by the Distance Education Council, for offering programmes through distance education mode – regarding.

Dear Sir,

With reference to the application of Centre for Distance Education, Assam Don Bosco University, Azara, Guwahati, Assam seeking recognition of Distance Education Council for offering programmes through distance education mode, an Expert Committee was constituted comprising nominees of UGC, AICTE and DEC, which visited the University and submitted its recommendations. The recommendations of the Expert Committee were placed before the Distance Education Council in its 39<sup>th</sup> meeting and also before the Tripartite Committee. Based on the decision of the Distance Education Council and Tripartite Committee, your Institution has been accorded recognition for a period of three academic years *w.e.f.* academic year 2011-12 to academic year 2013-14 for offering following programmes through distance education mode:

**PROGRAMMES RECOMMENDED**

Sl. No	Programme	Eligibility for admission	Duration (years)	
			Min	Max
1.	Master of Business Administration (MBA)*	Graduation in any stream from a recognized University with 50% marks And Qualifying marks in the management entrance test	3	6
2.	Master of Computer Applications (MCA)*	Graduation in BCA/BIT/BE/BTech/AMIE/BSc(C.Sc)/BSc (IT) from a recognized University or Bachelors degree in any discipline with more than four	3	6



		years of experience in IT Industry And Qualifying marks in the entrance test conducted for the purpose		
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*\*The programmes are professional in nature, they require approval from the concerned Statutory Councils. Any other professional programme also requires approval from the concerned Statutory Councils. It will be the sole responsibility of your Institution to seek prior approval from the concerned statutory Councils/regulatory bodies, wherever required.*

**A. The recognition to above programmes is subject to the compliance of the following by the University.**

- i. The University will use IGNOU course materials for the programmes recommended.
- ii. The University needs to provide extensive training to the faculty of distance education in design and development and editing of the course material. Subsequently the faculty may take revision of the SLM developed by the University from the point of view of content coverage, case studies, language, SLM format and design.

**B. The University/Institution may note that:**

1. The Institution will offer only such programmes through distance mode which are offered by the Institution through regular face-to-face mode and approved by the Distance Education Council as mentioned in this letter. The Institution will not offer any other programme through distance mode other than those approved by the Distance Education Council.
2. Programmes, if any, in the areas of Health, Nursing, Dentistry, Management, Computers and allied areas may be offered with the approval of the statutory councils/regulatory bodies, wherever required.
3. It will be the responsibility of the Institution to follow the norms prescribed by the regulatory bodies, and seek their approval, wherever required.
4. The nomenclature of the programmes should be strictly as prescribed by the UGC/AICTE and approved by the Distance Education Council.
5. The eligibility conditions and duration of programmes will be as per the DEC norms and for professional and technical programmes as per the norms laid down by the AICTE. No admission to MBA, PGDBM and MCA programmes can be done without ensuring that the student has secured a valid score in the entrance test examination for this purpose.
6. The Institution shall limit admission to maximum 60 seats per programme per Study Centre for Management, Computer & IT, and Allied Health Sciences programmes, if any. For laboratory/Practical work, the institution can have a maximum of 30 students in a batch subject to maximum 60 students per Study Centre. The Study Centre be owned by the University and should be opened with the approval of EC/BOM of the University concerned.
7. The Institution should have at least one full time faculty member exclusively for coordinating each programme at the Headquarters.
8. The territorial jurisdiction for offering programmes through distance mode will be as per the decision taken in the 35<sup>th</sup> Meeting of the Distance Education Council. In its 35<sup>th</sup> meeting the Council noted that distance education and online education cannot have the Territorial Jurisdiction. In case of Central Universities and the State Universities, the Territorial Jurisdiction will be as per their Acts and Statutes for offering programmes through distance mode. The Territorial Jurisdiction in case of Deemed Universities will be as per UGC, which mandates the prior approval of the UGC for opening Centres / off Campus Centres outside the Headquarters. The Territorial Jurisdiction in case of Private Institutions (other than Universities) will be as decided by the Joint Committee, which has decided that the territorial jurisdiction for the institutions (both private as well as Govt funded) shall be the Headquarters, and in no case outside the State.
9. The territorial jurisdiction for offering programmes through distance mode by your institution shall be the head quarters of the University as per the notification of the UGC and as per DEC norms.

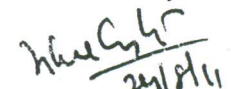
10. The Distance Education Council prohibits franchising of Study Centres. Thus, your Institution will not franchise any Study Centre in any part of the country or abroad.
11. The Institution's management of the distance education programmes will be open for review and inspection from time to time by DEC to provide inputs for further improvement or as deemed necessary. The academic norms of the programmes shall be under monitoring and regulation by the concerned regulatory authorities.
12. For Management and Computer Science programmes, the Institution should also note that:
  - The programme should have a mandatory internship of six months;
  - Institute/University concerned should seek accreditation from National Board of Accreditation as per prevailing rules;
  - Institute/University concerned should have concerned Department and the conventional universities should have on campus programme on offer;
  - Institute/University concerned should not have advertised for the programmes before receiving the approval letter;
  - Institute/University concerned should disclose, on line, in public domain the details of the student admitted, centre-wise, as per the format to be prescribed by AICTE;
  - Institute/University concerned should ensure delivery of the course material on-line with in one year of the date of approval.

It may be noted that before launching the programme the Institution should submit an affidavit within 30 days from date of issue of this letter that it agrees to and will abide by all terms and conditions contained in this letter. In case, the DEC does not receive the affidavit within 30 days from date of issue of this letter, the approval accorded to your Institution will be considered as withdrawn. Further, if it is found that the Institution is flouting any norms, then the recognition accorded to your Institution will be withdrawn without any notice.

Thanking you,



Yours sincerely,

  
(Vikas Gupta)  
Director (DEC)

**Copy to:**

- ✓ 1. Director, Centre for Distance Education, Assam Don Bosco University, Airport Road, Azara, Guwahati- 781017, Assam
2. Concerned File
3. Guard File