THE GANDHIGRAM RURAL INSTIUTE
(Deemed to be University)
Ministry of Education, Govt. of India
(ACCREDITED BY NAAC WITH 'A' GRADE(3ʳᵈ CYCLE)

Implementation guidelines of Credit Transfer/Mobility Policy of online courses

1. The SWAYAM shall notify the list of the online learning courses going to be offered in June and November every year, in the forthcoming Semester on its website https://swayam.gov.in.

2. A senior faculty member of GRI nominated as Coordinator Online Courses shall, within 4 weeks from the date of notification will issue a circular indicating the online learning courses being offered through the SWAYAM/NPTEL platform; and keeping in view of their academic requirements, decide upon the course(s) which GRI shall permit for credit transfer and keeping in view of the following points:

   a) There is non-availability of suitable teaching faculty for running a course in the Department/Centre/School;

   b) The facilities for offering the elective papers (courses), sought by the students are not available in the Institution, but are available on the SWAYAM platform;

   c) The courses offered on SWAYAM would supplement the teaching-learning process in the Institution; and

   d) Online courses through SWAYAM should not be more than 20% of total credits offered in a particular Semester of a programme.

3. The courses offered pertaining to the domain in a particular semester will be compiled by the respective HOD and forwarded in the prescribed format to Coordinator Online Courses and the compiled set will be put up to the authorities for approval.

4. Students can opt for 04/08/12 weeks course equivalent to 1/2/3 credits respectively under the mentorship of faculty.

5. Every student willing to undergo a particular paper (course) would be required to register for the MOOCs for that course/paper on SWAYAM through online portal under intimation through the HOD to Coordinator Online Courses Coordinator of GRI.

6. The institute may designate a faculty member at the department level as course coordinator/mentor to guide the students (at least 10 students) throughout the course with 2 hours per week contribution. The HODs/Deans will ensure the provision of facilities for smooth running of the course viz. internet facility and proper venue in the department. Students cannot opt for online courses in the first and final year semester of their study

7. Institute level Coordinator Online Courses will be the Nodal point for keeping track of MOOCs enrolments in the institute and the concerned HODs are expected to make students/faculty aware of these online courses.

8. Importance of online learning and credit transfer policy must be shared with the students at entry level by the concerned School/Department/Centre. Same may be incorporated during the induction program for newly admitted students. The details may be given in the academic calendar and also displayed in the institute website.

9. The department level course Coordinators designated by HODs will be guiding the students in the chosen MOOCs and ensure smooth conduct of the Online Courses.

10. A student seeking the transfer of credits must submit his/her application prior to the enrolment of the course to the HOD/Dean of the Department / School concerned, along with all details, such as syllabus, number of contact hours, credits and the evaluation system for the course. Students who have not got prior permission will not be entitled for credit transfer.

11. The concerned student upon completion of the course shall submit the course completion certificate/transcript from the agency from where the course was completed. If a student fails to produce an authentic Certificate/Transcripts, the transfer of credits will not be permitted.

12. The maximum number of credit transferred by the student shall be to the extent of 20% of the credits in a semester.

13. The credit transferred shall be considered for minimum requirement specified for the particular programme for the award of concerned degree. The nature of the course will be indicated in the marksheet issued by the institute. If a student fails to complete the particular course then the transfer of credit will not be entertained.

14. If a student fails in the opted online course, then he/she will have two chances. Such student will revert to the offline course in the immediate succeeding semester under the supervision of Guru /Faculty assigned by the HOD.
    without having to satisfy the attendance requirement for that subject so as to avoid any loss of semester.

15. If a student opted for additional MOOCs course above 20%, it will be considered as add-on credit and it will be reflected on the mark sheet but it will not be taken into account for the calculation of CGPA.

16. The Credit Transfer Committee shall resolve any issue that may arise in the implementation of the recommendations from time to time. The Coordinator Online Courses of the Institute shall be the Convener of the Credit Transfer Evaluation Committee. The Dean of the concerned School will be the Chairman of the Committee and the Committee will include the HOD and two Senior Faculty members of the concerned Department/School along with the Controller of Examinations. The Committee shall submit its recommendations to the Vice-Chancellor of the Institute for his approval.

17. The Institute shall implement the revision and the credit transfer as per the change brought about by the Ministry of Education, Govt. of India, UGC, SWAYAM, NPTEL, NMEICT, through the Academic Council of the Institute.

THE GANDHIGRAM RURAL INSTITUTE (DEEMED TO BE UNIVERSITY)

Ministry of Education, Government of India

ACC REDITED WITH 'A' GRADE BY NAAC (3ʳᵈ CYCLE),

Gndhigram-624 302 Dindigul District, Tamil Nadu, India

Registration/Application form for
Credit Transfer of SWAYAM-NPTEL/MOOCs Course/s
(Academic year 2020-2021)

1. Name of Student   :
2. Roll No   :
3. Department/Centre/School :
4. Name of the Programme :   5. Semester of studying:

Sl. No.	Course Title	Duration (In weeks)	NPTEL/MOOC Enrollment No	Month &Year of Exam	Registered Against (Use)			Against Elective (pl mention course code)
					DE	NME	EX	

DE= Department Elective   NME= Non-Major Elective   EX = Add – on Course

Declaration by the Student :

I hereby declare that all the information given by me in this application is true and correct to the best of my knowledge and belief. I will comply with all the rules and regulations of **SWAYAM-NPTEL/MOOC**s courses notified by the Online Course Coordinator of the Institute from time to time. I also submit tha after completion of the registered course/s, it is my duty to submit the course completion certificate to the Dean's/HOD's office concerned failing which my marks/grades need not be incorporated in the markshee of the respective semester.

(Signature of student)

Sl. No.	Course Title	Registration Approved (Use)			Semester (I/II/III/IV/V/ VI/VII/VIII/IX/X	Course Code Assigned	Name of the Course Coordinator/Facilitat or of the course assigned (If applicable)
		DE	NME	EX			

Date :   Sign. of Dean/HOD: Sign..of Online Course Coordinator:

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r Controller of Examinations Office:

SWAYAM-NPTEL course Duration and Credit Equivalence (As per PRC)		
Sl.No	Course Duration	Credit Equivalence for Transfer of Credits
UG/PG		
1	4 weeks	1 credit
2	8 weeks	2 credits
3	12 weeks	3 credits
Ph.D.		
1	4 weeks	1 credit
2	8 and More weeks	2 credits

Grading System SWAYAM-NPTEL course		
Sl.No	Final score on the SWAYAM-NPTEL certificate	Grade Awarded
1	90% and above	As per grading system of the programme
2	From 80% to 89%	
3	From 70% to 79%	
4	From 60% to 69%	
5	From 50% to 59%	
6	From 40% to 49%	

Details of Credit Transfer :

Sl.No	Course Code	Course Title	Registration (DE/NME/EX)	Certificate No.	Duration	Credits	Marks	Grade Awarded
								-

Grades to be incorporated in the Semester (Please tick the relevant box)

☐ II   ☐ III   ☐ IV   ☐ V   ☐ VI   ☐ VII   ☐ VIII   ☐ IX   ☐ X

Hardcopy and online copy of Certificate Verified by : Name _____

Signature _____

Approved by :

Date : _____   Sign of Dean/HOD_____   Sing. of Coordinator_____

For Scrutiny and Tabulation Section
Grades incorporated in the Semester   : _____
Certificate Verified by Dealing Assistant : _____
Signature of COE staff   : _____
Date : _____

CONTROLLER OF EXAMINATION

THE GANDHIGRAM RURAL INSTITUTE
(Deemed to be University)
Gandhigram-9624 302

ONLINE COURSE ENROLMENT PERMISSION FORM

Name   :   Class   :

Roll No   :   Semester:

Department/Centre/School :

Sl.No	Online Course for which permission is sought	Agency offering the course/NPTEL/ SWAYAM/NMEICT	No. of Credits	No. of Hours	To be Registered Against DE/NME/EX

DE=Departmental Elective,   NME=Non-Major Elective,   EX=Add on Course

(Signature of student)

Remarks of the HOD:

The above student can be permitted to opt for the course mentioned in the Registered Category.

Sl.No	Name of the Course	Registered Category	Signature of the HOD

Permission of the Co-ordinator Online Courses, GRI

Permission is/is not/given for opting for the said course through Online.

Signature
(Co-ordinator Online Courses, GRI)

THE GANDHIGRAM RURAL INSTITUTE
(Deemed to be University)
GANDHIGRAM-624302, DINDIGUL DISTRICT, TAMIL NADU
Ministry of Education (Shiksha Mantralaya), Govt. of India
Accredited by NAAC with 'A' Grade (3rd Cycle)

All communications should be addressed to the Registrar by designation and not by name		EPABX No.: 0451 – 2452371 – 2452376 Phone (off.): 0451 – 2452323 Fax No. : 0451 – 2454466 E-mail : registrar@ruraluniv.ac.in Website : www.ruraluniv.ac.in

Dr. V.P.R.SIVAKUMAR
REGISTRAR

Ref: AC5/ committee/2020-21/   Date: 05.02.2021

Sub: GRI (DTBU) – Constitution of committee- To work out modality for credit transfers of online courses like SWAYAM, NPTEL, Spoken Tutorials etc. - constituted - reg.

Ref: 1. Letter from the Controller of Examinations in-charge dated 25.01.2021
         2. Vice-Chancellor in-charge approval dated 03.02.2021

# # # #

This is to inform that a Committee is constituted with the following members:

1. Dr.M.G.Sethuraman,
   Controller of Examinations i/c   -   Member and
   GRI, Gandhigram.   Convener

2. Dr.A.Joseph Dorairaj
   Dean, School of English and Foreign Languages,   -   Member
   GRI, Gandhigram.

3. Dr.S.Ramaswamy
   Dean, School of Management Studies,   -   Member
   GRI, Gandhigram

4. Dr.M.William Baskaran,
   Dean, School of Social Sciences,   -   Member
   GRI, Gandhigram

5. Dr.G.Muraliidharan,
   Dean, School of Sciences,   -   Member
   GRI, Gandhigram

6. Dr.P.Shanmugavadivu,
   Dean, School of Computer Science and Technologies, -   Member
   GRI, Gandhigram

7. Dr.S.Abraham John,
   Professor, Dept. of Chemistry,   -   Member
   GRI, Gandhigram

8. Dr.M.Hillaria Soundari,
   Director i/c, Centre for Women Studies,   -   Member
   GRI, Gandhigram

9. Dr.R.Kumaran,,
   Director i/c, Centre for Studies in Sociology,   -   Member
   GRI, Gandhigram

10. Dr.H.Padmanabhan,
    Deputy Registrar (Academic),   -   Member
    GRI, Gandhigram

The Committee will work out the modality for credit transfers for online courses like SWAYAM, NPTEL, Spoken Tutorials etc., upto the weightage of 20% of the total credits.

The Convenor is requested to convene the meeting and send its recommendations to this office for placing before the Academic Council for approval and adoption.

sd/-
REGISTRAR

To
All Individual

The Director, Computer Centre - For intranet mail to the individual.

Copy to: PS to VC/PS to Registrar/ File

DEPUTY REGISTRAR
ACADEMIC SECTION