

# **Guidelines for implementation of Academic Bank of Credits in Higher Education Institutions of Jharkhand**

**(Draft Documents for Citizen Feedback)**

As per Provisions of NEP-2020  
implemented from the Academic Year 2022-23 onwards

For the State Universities of Jharkhand

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## 1. PREAMBLE

The University Grants Commission (UGC) has initiated several measures to bring equity, efficiency and excellence to the Higher Education System of the country. The important measures taken to enhance academic standards and quality in higher education include innovation and improvements in curriculum, teaching-learning process, examination and evaluation systems, besides governance and other matters. The UGC has formulated various regulations and guidelines from time to time to improve the higher education system and maintain minimum standards and quality across the Higher Educational Institutions (HEIs) in India.

To enable Multiple Entry - Multiple Exit of students enable digital storage of academic information the “GUIDELINES FOR IMPLEMENTATION OF ACADEMIC BANK OF CREDITS IN STATE HEIs of JHARKHAND” is being incorporated by the State Universities of Jharkhand with considerations of the need and resources of the state.

## 2. Highlights of “Establishment and Operation of Academic Bank of Credits in Higher Education Regulations, 2021”

These Regulations shall apply to all Universities in India established or incorporated by or under a Central Act, a Provincial Act or a State Act; the institutions Deemed-to be Universities declared as such under Section 3 of the University Grants Commission Act, 1956 (3 of 1956); and the Autonomous Colleges as defined in these regulations.

All the HEIs are to take appropriate steps for joining ABC platform at the earliest. Further HEIs are to make the students of their institution aware about ABC facility and encourage them for opening Academic Bank Account. “Academic Bank Account” means an individual account with the Academic Bank of Credits opened and operated by a student, to which all academic credits earned by the Student from course(s) of study are deposited, recognised, maintained, accumulated, transferred, validated or redeemed for the purposes of the award of degree/diploma/certificates etc. by an awarding institution.

“Credit” means the standard methodology of calculating one hour of theory or one hour of tutorial or two hours of laboratory work, per week for a duration of a semester (13-15 weeks) resulting in the award of one credit; which is awarded by a higher educational institution on which these regulations apply.

**One credit for Theory/Tutorial = 15 Hours of Teaching i.e., 15 Credit Hours**

**One credit for Practicum = 30 Hours of Practical work i.e., 30 Credit Hours**

### **3. Eligibility Criteria for approval of HEIs to register with Academic Bank of Credits**

All HEI's of Jharkhand are eligible to register with Academic Bank of Credits.

### **4. Objectives of Academic Bank of Credits**

- a. To promote student centricity with learner-friendly approaches in higher education across the country and promote a more inter-disciplinary approach in higher education.
- b. To enable students to select the best courses or combination of courses to suit their aptitude and quest for knowledge and to permit students to choose a pace for their studies along with the associated logistics and costs.
- c. To allow students to tailor their degrees or make specific modifications or specialisations rather than undergoing the rigid, regularly prescribed degree or courses of a single university or autonomous college.
- d. To enable multiple entry-multiple exit for students to complete their degrees as per their time preferences, providing mobility across various disciplines and HEIs for Degree or Diploma or Post Graduate Diploma or Certificate programme.
- e. To support, procedurally, the teaching-learning activities to happen in a distributed and blended manner through integration across campuses or universities or autonomous colleges with increased mobility.
- f. To facilitate lifelong learning amongst all, i.e., formal and informal students from both full-time and part-time modes.
- g. To satisfy the students' quest for knowledge, freedom to choose and change their academic directions, connect different domains of knowledge and help them acquire the right foundations and building blocks to pursue their life goals.

### **5. Functions of Academic Bank of Credits**

- a. Academic Bank of Credits shall deposit Credits awarded by Registered Higher Education Institutions, for Courses pursued therein, in the Academic Bank Account of the student and the validity of such credits shall be as per norms and guidelines issued by the Commission from time to time. ABC accepts course credits directly transmitted by the respective, Registered Higher Education Institution awarding the credits.
- b. Courses undergone by the students through the online modes through National Schemes like SWAYAM, NPTEL, V-Lab etc. or of any specified university, shall also be considered for credit transfer and credit accumulation.
- c. In the interests of students, credits earned and deposited with ABC shall be valid for the purpose of redemption to a degree or diploma or Post Graduate diploma or certificate, for varying

duration as specified by the credit awarding and credit accepting Higher Education Institution subject to a maximum duration of seven years.

- d. Credits obtained by students by undergoing Skill-courses from Registered Higher Education Institutions offering vocational Degree or Diploma or Post Graduate Diploma or Certificate programmes are also eligible for accrual and redemption of credits through the Academic Bank of Credits.
- e. Credits obtained by undertaking Courses in Registered HEIs during or after the academic year 2021- 2022 alone are eligible for Credit transfer, Credit accrual and Credit redemption through Academic Bank of Credits.
- f. A Registered Higher Education Institution shall have a webpage on its website containing details of the facility of Academic Bank of Credits, list of all Registered Higher Education Institutions, guidelines or Standard Operating Procedures for the students to utilise the facility effectively, along with a link to the website of Academic Bank of Credits.

#### **6. Academic Bank of Credits Implementation methodology**

- a. Academic Bank of Credits is essentially a credit-based, and highly flexible, student-centric facility.
- b. Registered Higher Education Institutions shall, with the approval of their statutory authorities, amend the extant Ordinances relating to, inter alia, Course registration, Course requirements, acceptance for inter-disciplinary and multi-disciplinary courses, Credits to be offered to such courses, Credit transfers and Credits acceptance from other approved Higher Education Institutions, nature of grades to be awarded etc.
- c. The student shall be required to earn at least fifty per cent (50%) of the credits from the Higher Education Institution awarding the degree or diploma or certificate: Provided further that, the student shall be required to earn the required number of credits in the core subject area necessary for the award of the degree or Diploma or Certificate, as specified by the degree awarding Higher Education Institution, in which the student is enrolled.
- d. Students availing flexibility under the facility of ABC are entitled to subscribe only to Courses of their choice and aptitude, so as to enable them to accumulate credits and not to the entire Programme of study leading to the award of a degree by the Registered Higher Education Institution.
- e. Every Registered Higher Education Institution shall provide student counselling and guidance to all students desirous of opening an Academic Bank Account with Academic Bank of Credits, in regard to the details of utilisation of the services of Academic Bank of Credits in terms of Credit definition, Credit accumulation, Credit transfer, Credit redemption as well as in respect

of the opening, closure and validation of Academic Bank Accounts of students where such requests are recommended through the parent University or Autonomous colleges which are already registered with Academic Bank of Credits.

- f. On acceptance by the Registered Higher Education Institution awarding academic qualifications, for the purpose of commutation of credits for the award of any Degree or Diploma or Certificate: Provided that once any credit is redeemed for the award of the aforementioned academic qualification, such credit shall be irrevocably debited from the respective student's Academic Bank Account.
- g. Once used, or redeemed, Credits earned by a student cannot be re-used for the award of any other formal academic qualifications.
- h. With the approval of its statutory authorities, a Registered Higher Education Institution shall be encouraged by Academic Bank of Credits to apportion the structure of courses offered by it as core courses or core electives or open electives or skill enhancement electives or ability enhancement electives etc. with appropriate credit requirements, in order to promote multi-disciplinary or inter-disciplinary higher education.
- i. In awarding academic qualifications etc., Registered Higher Education Institutions shall follow the norms and guidelines, in regard to the number of credits and duration of time, stipulated from time to time by the Commission or the professional standards setting body, as the case may be: Provided that in respect of time duration, a student pursuing academic qualifications under the Academic Bank of Credits facility may, after earning the stipulated credits, avail a relaxation of a maximum of one semester, provided the duration of the course or programme is of two-years or more (Four semesters or more).
- j. A Registered Higher Education Institution may fix its Course fee based on the number of credits of a course for which the student is enrolled.
- k. The Higher Education Institution shall pay a fee for registration as an eligible institution under these regulations, which shall be determined with the prior approval of the Central Government or the Commission, as the case may be.

#### **7. Monitoring, Support and Quality assurance by Universities and ABC**

- a. It shall be the responsibility of Registered Higher Education Institutions, to monitor the development and operationalisation of the Academic Bank of Credits programme at the university level and at the level of their affiliated autonomous colleges.
- b. Registered Higher Education Institutions shall offer teacher or staff training, mentoring, academic and administrative audit and other measures for improving the quality of performance of the Academic Bank of Credits facility and promotion of holistic/multidisciplinary education



with the support of Academic Bank of Credits, which may be in the form of Faculty Development Programmes or Quality Improvement Programmes or Professional Development Programmes or Technology Inculcation Programmes.

- c. The Quality assurance of the implementation of Academic Bank of Credits at the level of the registered university or autonomous college shall be developed by the University or autonomous college concerned either through the Internal Quality Assurance Cell (IQAC) or any other appropriate structured mechanism as may be decided by the Registered Higher Education Institution.
- d. Every Registered Higher Education shall upload, annually, on its website, a report of its activities vis a vis the Academic Bank of Credits, as well as of measures taken by it for Quality assurance, Quality sustenance and Quality enhancement.
- e. There shall be an Academic Bank of Credits-Grievance Redressal Mechanism at the level of every Higher Education Institution registered with Academic Bank of Credits to address the grievance/appeals of students.

#### **8. Implementation of Academic Bank of Credits (ABC) on urgent basis**

To enhance the reach of the ABC programme, all Higher Educational Institutions are requested to act on the following on urgent basis.

- a. Register your Institution on ABC ([www.abc.gov.in](http://www.abc.gov.in)).
- b. Upload data of Student Credits obtained during or after the academic year 2021-22.
- c. Make the students of your Institution aware about ABC facility and encourage and hand-hold them for opening Academic Bank Account on ABC portal ([www.abc.gov.in](http://www.abc.gov.in)).
- d. Create a hyperlink of ABC URL, i.e., [www.abc.gov.in](http://www.abc.gov.in) on your Institution's respective website's home page.
- e. Depute the Nodal Officers for implementing ABC and reflecting their details on their websites.
- f. Higher Educational Institutions may insist their students to fill up ABC id on all Examination Form.
- g. All HEIs must follow the Academic Institution User Manual issued by Ministry of Education, GoI as modified from time to time for ensuring smooth implementation and adherence to MoE Guidelines.

Link

for

Institutions:

[https://img1.digitallocker.gov.in/nad/assets/user\\_manual/NationalAcademicDepository\\_User\\_Manual\\_V3.pdf](https://img1.digitallocker.gov.in/nad/assets/user_manual/NationalAcademicDepository_User_Manual_V3.pdf) .

- h. In case of student registrations, all HEIs must encourage students to follow the User Manual issued by Ministry of Education, GoI regarding Student Registration and Credit Transfer under ABC and ensure that the same is hyperlinked prominently on the HEI website. Link for student assistance: [https://www.abc.gov.in/assets/resources/Academic-Bank-of-Credits\\_User\\_Manual\\_V3.pdf](https://www.abc.gov.in/assets/resources/Academic-Bank-of-Credits_User_Manual_V3.pdf).

#### **9. Admission Paths for Undergraduate Programme (First Degree)**

- a. Students who have successfully completed Grade 12 School Leaving Certificate shall be eligible for admission to a first degree programme.
- b. The admission shall be made on merit on the basis of criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government concerned from time to time.
- c. Student enrolment shall be in accordance with the academic and physical facilities available keeping in mind the norms regarding the student-teacher ratio, the teaching-non-teaching staff ratio, laboratory, library, teaching-learning tools.
- d. The in-take capacity shall be determined at least three months in advance by the university/institution through its academic bodies in accordance with the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned so that the same could be suitably incorporated in the admission brochure for the information of all concerned and uploaded on the institutional website.
- e. Depending upon the academic and physical facilities available, the HEIs may earmark seats for lateral entrants to the second year/third year/fourth year of a first-degree programme, if the student has either (a) successfully completed the first year/second year/third year of the same programme in any institution, or (b) already successfully completed a first degree programme and is desirous of and academically capable of pursuing another FYUGP in an allied subject.

#### **10. Online Verification of Certificates at the Time of Admission**

- a. All Higher Educational Institutions are to accept the digital copy of Degrees, Mark-Sheets and other educational documents generated from Digi Locker / National Academic Depository (NAD) account of the student as valid documents. Students may not be asked to submit printed copy of educational certificates.
- b. Any document other than marksheet if required by the HEI and not available with the student on his/her ABC-NAD account as may be submitted in original hard copy within a maximum

period of 6 months from the date of admission in the Higher Education Institution. The HEI may issue respective penal provisions, in case of non-compliance by the student.

- c. All HEI's shall mandatorily display their standard operating procedures for admission of students at least 21 days prior to the beginning of admissions for the course.
- d. The Academic Council of all HEI's shall prepare a clear roadmap for granting of certificate/degree/diploma.
- e. All the HEIs are to take appropriate steps for joining ABC platform at the earliest.
- f. All HEIs are to make the students of their institution aware about ABC facility and encourage them for opening Academic Bank Account. "Academic Bank Account" means an individual account with the Academic Bank of Credits opened and operated by a student.
- g. All HEI's shall display detailed information about the University Nodal Officer and Co-Nodal Officers (if available), and all information like User Manual for Student Registration and Credit Transfer issued by Ministry of Education, GoI.
- h. All HEIs must register with Academic Bank of Credits and encourage all their students to register on the Academic Bank Credits as well.

#### **11. Establishment of ABC Grievance Redressal Mechanism at the level of every HEI**

The Nodal Officer of the University shall be responsible for all activities related to the implementation and Grievance Redressal of ABC or NAD at the University Level. The University may issue necessary directions to its constituent or affiliated colleges for the smooth implementation and Grievance Redressal of the ABC-NAD data. The HEI's shall develop a suitable mechanism for the implementation and Grievance Redressal of ABC-NAD. The Department of Higher and Technical Education may deploy additional support in terms of manpower, equipment, or agency for the implementation of ABC. The escalation matrix for colleges shall be as follows: -

Level 1	College Nodal Officer
Level 2	University Nodal Officer
Level 3	State Level ABC/NAD Coordinator
Level 4	State Nodal Officer - DHTE

#### **12. Consequences of violation**

Where a Registered Higher Education Institution fails to fulfil the conditions or requirements prescribed under these regulations, the UGC may, after providing a reasonable opportunity of being heard, direct the institution to rectify the deficiency within such period of time as may be stipulated by the UGC and on failure on the part of the Higher Education Institution to do so, terminate the registration of such institution from Academic Bank of Credits and, in addition, cease to provide grants under the Act, where such grants are admissible to the institution.