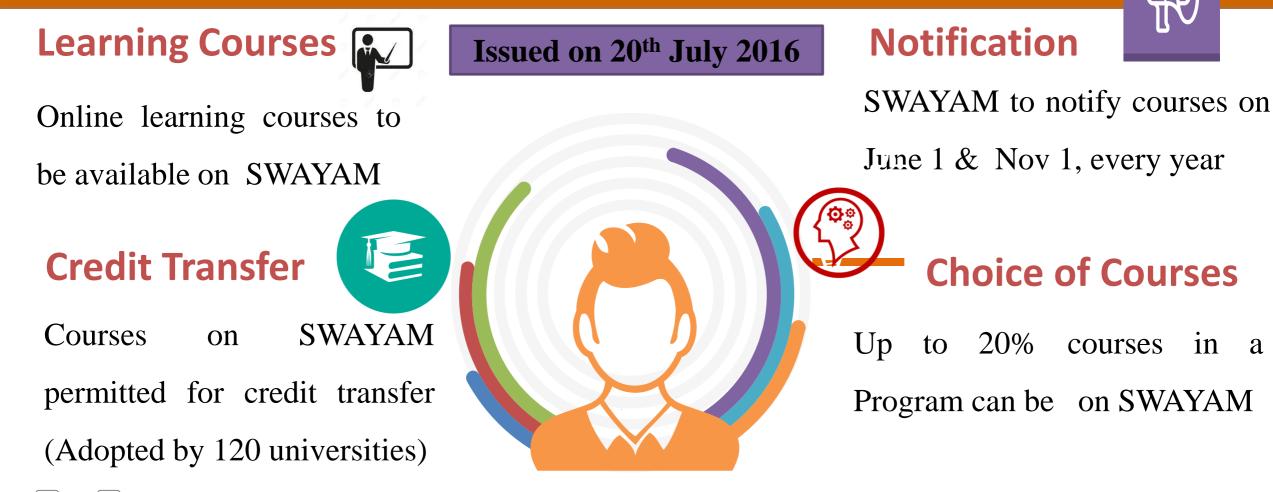
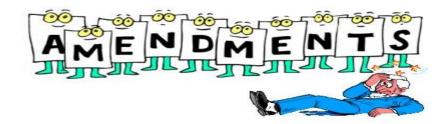
A step by step procedure involved in adoption of MOOCs course by University

UGC (Credit Framework for Online Learning Courses through SWAYAM) Regulation, 2016



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• Step-1: Make Amendments



The University through their Competent Authority (EC, AC, BOS), should make amendments in their Ordinances, Rules, Regulations to incorporate provisions for transfer of credits for MOOCs courses as per UGC Regulations and to inform the affiliating colleges regarding amendments.

Step-2: Select the Courses



• The University/Affiliating College to log on to the SWAYAM portal and **select the courses** to be permitted for credit transfer through SWAYAM. (eg courses in high demand for which faculty is not available, elective courses or for supplementing teaching-learning process) while ensuring **that physical facilities** like laboratories, computer facilities, library etc. required for the course are made available free to the students in adequate measure.

• Step-3: Designate SWAYAM Coordinator



• The University/College must **designate a SWAYAM Coordinator/facilitator** to guide the students throughout the course and to facilitate/conduct the Lab/Practical sessions/examinations.

• **Step-4: Disseminate Information**



• The University/College should widely disseminate information about selected courses to the students through faculty members, Swayam Coordinators/Mentors, notice boards, student forums, workshops, posters, social media platforms and university website etc.

• Step-5: Course Registration



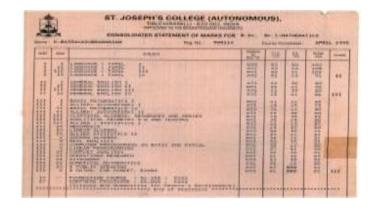
• University to facilitate registration of students. Every **student enrolled for the course** in the University must register for the MOOCs course.

• Step-6: Evaluation



• The CC shall evaluate the students registered for MOOCs courses based on discussion forums, quizzes, assignments, sessional and final examinations. The NTA will conduct the final examination.

• Step-7: Marks of the Students



• The University shall incorporate the marks/grades communicated by the Host Institution in the final mark sheet of the student which counts for award of degree/diploma. However, the University shall evaluate the students for the practical/lab component and incorporate these marks/grades in the overall mark sheet of the student.

• Step-8: Certificate



 On receipt of MOOCs completion certificate from Host Instt, the University to give equivalent credit weightage upto 20% for the credits earned through SWAYAM. No University shall refuse any student for credit mobility for courses earned through MOOCs.