



RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

“(Established by Government of Central Provinces Education Department by Notification No. 513 dated the 1st of August, 1923 & presently a State University governed by Maharashtra Public Universities Act, 2016 (Mah. Act No. VI of 2017).)”

DIRECTION NO. 37 OF 2022

RECOGNITION TO SKILL BASED PROGRAMMES, DIRECTION 2022

Whereas, Maharashtra Public Universities Act 2016 (6 of 2017) (hereinafter the “Act”) has come into force from 11th January 2017 and has been made applicable to the Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur (hereinafter the “University”) by virtue of the provisions of section 3(1) of the Act;

AND

Whereas, as per the provisions of section 107 of the Act the university has been entrusted with the responsibility to prepare a perspective plan for a period of 5 years and the University has in discharge of this obligation prepared a comprehensive perspective plan for the period 2018-19 to 2023-24 which has been duly approved by the Maharashtra State Commission for Higher Education and Development, constituted under section 76 of the Act;

AND

Whereas, one of the key feature of the perspective plan of the University is promotion of skill based programs offered by skill education providers with a view to enhance the employability of the youth taking education in the University;

AND

Whereas, the skill based programmes are intended to be designed and structured in such a manner that they will help both in sustainable exploration of the local resources, within the territorial jurisdiction of the University and also polish the natural talent of the students of university which in turn can help them become not only employable human resource but also

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become "Atmanirbhar" which is the National Mission unfolded by the Honourable Prime Minister of India and lead a dignified life as contemplated by the Constitution of India;

AND

Whereas, Section 112 of the Act empowers the Board of Deans and the Vice-Chancellor of the University to accord approval to the skill based programmes, leading to the award of a Degree, Diploma, Advanced Diploma or a certificate; and recognition to the skill education providers and also the experts imparting skill education, by following a procedure details of which are to be laid down through an Ordinance of the University;

AND

Whereas, as empowered under section 5(5) of the Act in order to develop procedure & processes for recognition to the skill based programmes offered by private skill education providers a committee was constituted by the University whose suggestions have been approved by the Pro-Vice Chancellor who has been entrusted with the duty to ensure quality in education, including skill education;

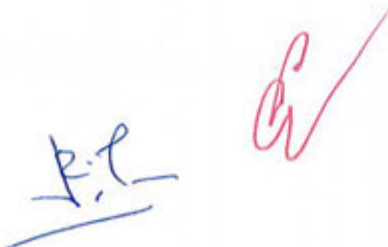
AND

Whereas, keeping in mind the spirit behind promotion of skill based education in the University which is to contribute to National and social development through evolution of an individual and not as a mode of making money by few individuals it is desirable to regulate the activity of skill based education in the University through the secondary legislation by way of an Ordinance as contemplated by section 73(1) of the providers;

AND

Whereas, the making of an Ordinance is a time consuming process as prescribed by section 74 of the Act therefore a Direction no. 11/2022 was issued on 18.02.22, but the said Direction could not be converted into an Ordinance and on the expiry of six months from the date of its issuance has lapsed by virtue of proviso to the provision of Section 12(8) of the Act;

AND

The block contains two handwritten signatures. The first is in blue ink, appearing to be 'P.T.' with a horizontal line underneath. The second is in red ink, a stylized signature that looks like 'G' followed by a checkmark-like flourish.

Whereas, there is exigency in prescribing the norms with respect to recognition of the skill based programmes offered by the skill education providers and making Ordinance will take time, therefore, issuance of a fresh Direction incorporating the provisions of Direction no. 11/2022 with necessary modifications is necessary;

Now, therefore I, **Dr. Subhash R. Chaudhari, Vice Chancellor**, Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur, in exercise of my powers under section 12(8) of the Act, being satisfied about the need for promulgation of the Direction prescribing norms for recognition of the skill based programmes offered by the skill education providers, do hereby issue the following Direction;

1. This Direction may be called **“RECOGNITION TO SKILL BASED PROGRAMMES, DIRECTION, 2022”**.
2. This Direction shall come in to force from the date of its issuance.
3. In this Direction unless the context requires otherwise the words and phrases shall have the meaning assigned herein:-
 - i. “Approval” means approval to any skill based programme, offered by a skill education provider, leading to the award of a Diploma, Advanced Diploma, and Certification, granted by the University in terms of the provisions of this Direction.
 - ii. “Course” means a theory or a practical subject, the contents of which, method of teaching, and process of evaluation are specified in the syllabus of the program approved by the University as per the provisions of this Direction.
 - iii. “Educational institution” means any affiliated college/Institution of the University and includes a proprietary or partnership concern, a society or a trust registered under any law provided for the registration of the societies or trust, a company registered under Companies Act 2013 or its predecessors, having an office or an establishment within the jurisdiction of the University and engaged in skill based activities.
 - iv. “Fee” means the tuition and other fees for the program to be determined by the educational institution conducting the based skill programs
 - v. “programme” means the skill based program consisting of one or more number of courses, carrying credits and duration as determined by the University and leading to the award of a Certificate, Diploma or Advanced diploma



- vi. "Recognition" means recognition to a skill education provider and/or experts providing skill based education, granted by the University and which is valid for a specified duration, in terms of the provisions of this Direction.
 - vii. "Skill based programme" means the programme which is designed to improve one or other distinct kind of skills of a student which is measurable through some demonstrated performances.
 - ix. "Skill Education Provider" means an educational institution offering skill based education leading to the award of a Diploma, Advanced Diploma and Certificate by the University on the basis of skill based programmes approved by the University.
 - x. "Student" means a student who is admitted to any skill based program offered by a Skill Education Provider.
 - ix. "University" means Rashtrasant Tukadoji Maharaj Nagpur University.
4. The Department of Lifelong Learning and Extension (L.L.E.) , through the Registrar of the University, shall invite proposals, in the prescribed form, till 30th September of every year from the skill education providers desirous of seeking **recognition to it and or the approval** to any of its skill based program leading to the award of any Diploma, Advanced Diploma or a Certificate in the areas prescribed by the University. For this purpose the Board of Deans of the University shall identify in advance the various areas of human activities, involving application of various kinds of the skills, in light of the National/State level policy regarding skill qualification and education framework. Skill education provider may also apply for recognition of the experts engaged for conducting the skill based programmes offered by it in its institution. **Each of these proposals shall be accompanied by the non-refundable application fee as mentioned below :-**




Sr. No.	Type of Programme	Teaching/Practical/ Training Hours	Credits Assigned	Application fee (Rupees)
1	Approval of a Certificate Programme	30-100 hrs	2-5 credits	25000
2	Approval of a Diploma Programme	301-450 hrs	20-30 credits	40000
3	Approval of an Advance Diploma Programme	601-1200 hrs	40-80 credits	60000
4	Recognition of Skill education provider/experts			10,000/-

5. The recognition to the skill education provider and or its programme, granted by the University, shall be valid for a period of five years, subject to the performance of the Skill Education provider. The University can visit the Center of Skill Education Provider anytime to ensure that the quality of infrastructure, experts etc present and available at the Centre and if it is found that the Centre has not performed as per the details submitted in the proposal then the University may withdraw the recognition. On expiry of the said period of five years the skill education provider may apply for renewal/continuation of the recognition by paying the fee prescribed by the University, as modified from time to time, and has to follow the same procedure prescribed for first time recognition.
6.
 - A. Every proposal for recognition of the skill education provider shall be accompanied by such documents as may be specified by the University.
 - B. Every proposal for approval of skill based education program shall be accompanied by a i) draft syllabus of the program, where the syllabus for program in question has not already been prepared by the University, ii) availability of required faculty/Trainers/Experts and iii) infrastructure including software & hardware and resource material. The proposal shall also be accompanied by a detailed note on the




utility of the programme, the nature of the skill likely to be acquired by a student after pursuing the programme, the demand for the skill in the present and the future market, the opportunities by way of self-employment, the availability jobs outside or locally, which are likely to be **Explored** and any other similar information which may be prescribed by the Board of Deans of the University.

C. Every proposal for recognition of an expert in skill education shall be accompanied by the proof of qualifications acquired, certification of the expertise possessed by the expert and issued by competent authorities, evidence of experience in the field, and any other additional information which may be required by the University.

7. After receiving the proposal(s) from the desiring skill education provider the Director of Lifelong Learning & Extension of the University shall cause to convene the meeting of the Board of Deans on the suitable date, time and at a suitable place in consultation with the Chairman of the Board of Deans, for the purpose of processing all the proposals regarding recognition to skill education provider, recognition to experts and approval of the skill based programmes, the Director (L.L.E.) shall provide secretarial service to the Board of Deans.
8. The Board of Deans shall examine each proposal placed before it with a view to assess its suitability and desirability in the light of the objective behind the skill based education program specified above. If the Board of Deans needs any explanation on any point it may invite the representative of the skill education provider for discussion and further may suggest changes in the proposal to make it compliant with the objectives of skill based education. Since the purpose of such program is to develop or enhance a particular skill in the students of the program every program is supposed to have a comprehensive practical components and for this purpose the desiring skill education provider must have adequate equipment/ machineries software in terms of number of students to be admitted. The evaluation methodology for awarding the Diploma, Advanced Diploma or a Certificate should also be rigorous.
9. If the Board of Deans is convinced about the ability of the skill education provider/skill education experts and /or the utility and viability of the program proposed by a skill education provider on the basis of the document before it and the interactions with the



representative of the Skill Education Provider, if any held, it shall cause an inspection by the committee of experts in skill education, to be appointed by the Chairman of the Board of Deans. The expert committee shall visit the applicant educational institution for the purpose of ascertainment of the facts stated in the proposal on any convenient and working day and submit its detailed report to the Board of Deans.

10. After considering the report of the expert committee and making such further enquiries as it may think necessary, the Board of Deans shall submit its detailed recommendation to the Vice Chancellor for accepting or rejecting the proposal for approval of the program/ recognition for the skill education provider/ recognition of the expert, either in part or in whole, the recommendation of the Board of Deans shall always be reasoned one supported by the documentary evidence.
11. The Vice Chancellor after considering the recommendation of the Board of Deans may either accept or reject the proposal of the skill education provider and the decision of the Vice Chancellor in this regard shall be final and binding. However, where the Vice Chancellor decides to differ from the recommendations of the Board of Deans he shall refer the matter back to the Board of Deans with his observations. The Board of Deans shall reconsider its recommendations in the light of the observations of the Vice Chancellor and resubmit its recommendation. The Vice Chancellor shall take a final decision after taking into consideration the recommendation resubmitted by the Board of Deans. Where the proposal for approval of Skill based program or recognition of the skill education provider or the expert in skill education is rejected the applicant shall not be entitled to claim the refund of the fees paid along with the application.
12. The University shall publish the time schedule for completing the process laid down in the above paragraphs and generally it shall not extend beyond 30th April of the year in which the educational institution intends to start its skill based Diploma or Advanced Diploma or a Certificate Course.
13. The Pro-Vice Chancellor shall cause to communicate the decision of the Vice Chancellor to the management of the applicant skill education institution on or before the last date specified in the time schedule.



14. The recognised skill education provider shall conduct examination/assessment, as per the guidelines/directions issued by the Department of L.L.E., declare the results and recommend to the University, through the Director, L.L.E., for award of Diploma, Advanced Diploma or Certificate. Such Diploma, Advanced Diploma or Certificate shall be awarded by the University, jointly with the recognised skill education provider, on receiving the details of the students examined/assessed by the skill education provider with an accompanying affidavit with respect to compliance with the requirement of the skill education programme in question, as prescribed by the University, regarding the teaching and evaluation for the award of the Diploma, Advanced Diploma or Certificate. The University shall appoint observers for monitoring the conduct of evaluation process by the concerned recognised skill education provider. It shall be the duty of the recognised skill education provider to make available the necessary facilities to the observer appointed by the University for performance of his or her duties in respect of the objective and fair conduct of the evaluation process. The skill provider shall pay to the observer the honorarium as may be prescribed by the University. The Diploma, Advanced Diploma or Certificate **in the prescribed form (Annexure I-A, I-B and I-C,)** shall be issued thereafter through the Department of L.L.E. of the University and shall bear signature of the Pro-Vice Chancellor of the University and authorized representative of the Management of the skill education provider.

For the purpose of the award of the diploma, advanced diploma or the certificate the recognized skill education provider shall deposit in the University the fee as may be prescribed by the University, per student, from time to time.

15. The management of a recognised skill education provider desirous of closing down the educational institution and the skill education program(s) shall apply to the Registrar on or before the first day of August of the preceding year, stating fully the grounds for closure and pointing out the assets in the form of buildings and equipments, their original cost, the prevailing market value and the grants so far received by it, either from the University Grants Commission, the State Government or from public funding agencies. Such application shall be accompanied by prescribed fee.
16. On receipt of such an application, the Vice-Chancellor shall cause to make enquiry as it may deem fit, to assess and determine whether the skill education provider be permitted

to effect the closure. The Vice-Chancellor may examine whether the closure should be avoided by transferring it to another management.

17. If the Vice Chancellor decides to recommend the closure, the Board of Deans shall prepare and submit to the management Council, a report on the extent of damages or compensation to be recovered from the management of the recognised skill education provider and whether the assets created utilizing the funds provided by the University Grants Commission, the State Government or other funding Agencies, be transferred to other management.
18. The Vice Chancellor shall with the prior concurrence of the Management Council decide whether the skill education provider be permitted the closure and the terms and conditions on which the closure shall be permitted. The decision of the Vice Chancellor in this regard shall be communicated to the concerned management by the Pro Vice Chancellor.
19. The closure of recognised skill education provider shall be effected in a phasic manner so as to ensure that the students already admitted to any program are not adversely affected.
20. In order to maintain highest standard of education provided by the skill education provider it shall be legitimate for the University to cause inspection of a recognised skill education provider either suo-motu or on receipt of complaint from any person/authority. For conducting the inspection, the Vice-Chancellor shall appoint a committee of experts having special knowledge in skill education. The committee shall not consist of more than two persons. The Vice-chancellor shall have the power to issue appropriate order including imposition of fine, if he is satisfied by the report of the inspection committee.
21. Where any recognised skill education provider is persistently flouting the directions, prescriptions of the University with respect to skill education the Vice-Chancellor can direct withdrawal of the recognition/ approval granted to the skill education provider/experts/programs

Nagpur:

Date: 12-09-2022

(Dr. Subhash R. Chaudhari)
Vice-Chancellor



Annexured –I A

RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

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**University Skill Development Centre
(under Board of Lifelong Learning and Extension)**

CERTIFICATE

RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

AND

----- (Name of Skill Education Provider)

Shri/Smt./Ku. _____

is awarded with Certificate on successful completion of course
titled _____

under Continuing Education Program conducted for _____ hours from-----
_____ to _____ by the Board of Lifelong Learning & Extension in
collaboration with _____

NAME & ADDRESS OF THE INSTITUTE

He/She has passed the Examination with CGPA _____ and _____ Grade

Total Credits Earned: _____

Director/Authorised Signatory
Skill Education Provider

Pro Vice-Chancellor

Date:

Place:



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**University Skill Development Centre
(under Board of Lifelong Learning and Extension)**

CERTIFICATE

RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

AND

----- (Name of Skill Education Provider)
Shri/Smt./Ku. _____

is awarded with Diploma on successful completion of course
titled _____

under Continuing Education Program conducted for _____ hours from-----
_____ to _____ by the Board of Lifelong Learning & Extension in
collaboration with _____

NAME & ADDRESS OF THE INSTITUTE

He/She has passed the Examination with CGPA _____ and _____ Grade

Total Credits Earned: _____

Director/Authorised Signatory
Skill Education Provider

Pro Vice-Chancellor

Date:
Place:



Annexure –I C

RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

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**University Skill Development Centre
(under Board of Lifelong Learning and Extension)**

CERTIFICATE

RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

AND

----- (Name of Skill Education Provider)
Shri/Smt./Ku. _____
is awarded with Advanced Diploma on successful completion of course
titled _____

under Continuing Education Program conducted for _____ hours from-----
_____ to _____ by the Board of Lifelong Learning & Extension in
collaboration with _____

NAME & ADDRESS OF THE INSTITUTE

He/She has passed the Examination with CGPA _____ and _____ Grade
Total Credits Earned: _____

Director/Authorised Signatory
Skill Education Provider

Pro Vice-Chancellor

Date:
Place:



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University Skill Development Centre (under Board of Lifelong Learning and Extension)

Statement of Grade for Certificate/ Diploma/ Advanced Diploma/ Post Graduate Diploma

Title of Program:

Sr. No.....

Name of Student:

Registration No:

Seat Number:

College/Agency/ Organization/ Institute:

Exam Center:

Course Code	Name of Course	Credits	Grade Obtained	Grade Points	Earned Gr. Points	Remark
Fourth Semester	Credits:	EGP:	CGPA:	Status:	Grade:	
Third Semester (Seat No: Exam Event:)						
	Total Credits:	EGP:	CGPA:	Status:	Grade:	
Second Semester (Seat No: Exam Event:)						
	Total Credits:	EGP:	CGPA:	Status:	Grade:	
First Semester (Seat No: Exam Event:)						
	Total Credits:	EGP:	CGPA:	Status:	Grade:	
Cumulative	Total Credits:	Total EGP:		CGPA:		Status:
	Equivalent Percentage:	Grade:		Ordinance:		
Abbreviations: Gr: Grade, SGPA: Semester Grade Point Average, CGPA: Cumulative Grade Point Average, EGP: Earned Grade Points, E: Exempted, C: Current Appearance, X: Past Performance, N: Not Exempted, UM: Unfair Means CGPA to Percentage Conversion: $CGPA \times 10 = \dots\%$						

Director



RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

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University Skill Development Centre (under Board of Lifelong Learning and Extension)

Statement of Grade for Certificate/ Diploma/ Advanced Diploma/ Post Graduate Diploma

Title of Program:

Sr. No.....

Name of Student :

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Course Code	Name of Course	Credits	Grade Obtained	Grade Points	Earned Gr. Points	Remark
Cumulative	Total Credits:	Total EGP:		CGPA:		Status:
	Equivalent Percentage:	Grade:		Ordinance:		
Abbreviations: Gr: Grade, SGPA: Semester Grade Point Average, CGPA: Cumulative Grade Point Average, EGP: Earned Grade Points, E: Exempted, C: Current Appearance, X: Past Performance, N: Not Exempted, UM: Unfair Means CGPA to Percentage Conversion: CGPA X 10 =%						

Director