Programme Guide

Diploma in Sanskrit Learning

Krishna Kanta Handiqui State Open University

This Programme Guide has been prepared as part of the Application process for the Recognition of Academic Degrees of KKHSOU to be awarded by the UGC-DEB, New Delhi for academic programmes to be offered from the session July, 2025.

The University deserves the right to change the rules and procedures described in this Programme Guide. Please check from time to time with the University Website for updates.

Recognition of Degrees/Diplomas/Certificates provided by Krishna Kanta Handiqui State Open University:

- Established under the provision of the 'Krishna Kanta Handiqui State Open University Act' 2005 of the State Legislature of Assam.

- The University has been recognised and its academic programmes have been approved by the UGC, New Delhi vide letter no. F.9-13/2008(CPP-I), dated March 18, 2009.

- The Government of Assam has recognised all degree, diploma and certificate programmes of the University for job and higher study vide letter no. AHE/228/2007/330, dated May 08, 2009.

- The UGC through its Public Notice vide F. No. 1-9 2018 (DEB-I) dated 23rd February, 2018 has asked for recognising and treating the Degrees/Diplomas/Certificates awarded through distance mode at par with the corresponding awards of Degrees/Diplomas/Certificates obtained through the formal system of education. URL: https://www.ugc.ac.in/pdfnews/5628873_UGC-Public-Notice---treating-all-degrees.pdf

March 2025

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1. MESSAGE FROM THE DEAN (ACADEMIC)

Dear Learner,

Greetings from the Establishment of the Dean (Academic) at Krishna Kanta Handiqui State Open University. I heartily welcome you as a learner of the Diploma in **Sanskrit Learning** Programme of this prestigious state open university and I hope that you will be happy to explore the varied and up-to-date curriculum of this Programme which are compatible with the 21st century employment market. KKHSOU has been a choice-based educational destination for many who were deprived or denied or conditionally forced to remain away from their dream of education. While imparting need-based education to the fresh learners, our University also holds the promise of fulfilling the educational dreams of the socially backward, underprivileged and marginalised people of our society.

Friend, I am happy to inform you that we at KKHSOU provide diverse tracks to fulfil your learning needs. Our university is currently offering programmes in four different levels i.e. Master's Degree, Bachelors' Degree, Diploma and Certificates under six different Schools of Studies namely, S.K. Bhuyan School of Social Sciences, Padmanath Gohain Baruah School of Humanities, Maniram Dewan School of Management, Bhupen Hazaika School of Mass Communication, Guru Prasad Das School of Vocational Studies and Hiranya Kr. Bhuyan School of Science and Technology. We are having subjects right from Literature to Journalism, from Yoga to Commerce and Management. Once a learner is awarded a Degree or Certificates by KKHSOU in any of the programmes, he/she becomes eligible for employment in any government or private sector work market. Therefore, start your educational journey with confidence and hard work so that you can shine in life.

I am happy to share the fact that we are loved and embraced by a large number of learners spread across the state and beyond. During your journey in our university, you will be supported by a host of Learner Support Services about which you learn in this Programme Guide. Therefore, I urge you to make full utilisation of the resources and facilities provided by our university. Besides, our outstanding faculty members shall be always ready to assist you in advancing your knowledge, developing your creativity and discovering solutions to the pressing academic questions you might face.

I know that we have challenges to meet. However, I also assure you that through our dedication, determination and team work, we shall be able to overcome all problems on our way. I wish you all the very best for your bright future.

Dean Academic

KKHSOU

2. STUDYING AT KKHSOU USING THE DISTANCE LEARNING MODE

Krishna Kanta Handiqui State Open University (KKHSOU) welcomes you to its vast community of aspiring learners. It is important to advance and upgrade your education for a productive and healthy living in contemporary society. Hence, it is important that you choose the right university to suit your learning needs. KKHSOU shall assist you in all the aspects of your educational journey.

You will note that KKHSOU is the 14th State Open University of India with a learner-base of 5,00,000until 2022.This University has adopted the Open and Distance Learning (ODL) mode to facilitate the implementation of its different academic programmes with a view to providing timely opportunities for lifelong learning. Our flexible academic programmes shall suit the needs of all our learners as well as working individuals who are unable to study full time on-campus five-six days a week, despite having a desire for an accredited LLL and personal development.

While studying at KKHSOU, you will be supported by a meticulously prepared Self-Learning Materials (or SLMs) that are well designed and expertly written; an all-inclusive university website; an e-SLM portal and a host of other learner support services such as face-to-face counselling sessions in the University Study Centres, which act as the mirror of the University.

The SLMs in a particular programme are specially prepared by a group of experts who include the faculty members from KKHSOU as well as those drawn from different Universities and educational institutions located across the state as well as the country. The preparation and production of the SLMs of a particular department are co-ordinated by the faculty members of the concerned department following a careful scrutiny of the contents and language by experts in the field. Besides, efforts to make audio and audio-visual contents based on the syllabus are also made in the Multimedia Production Unit of the University in consultation with the course writers, editors and in-house faculty members. Such audio-visual materials are reviewed by the faculty members, media L and the concerned authority, before they are uploaded in the University's YouTube page.

We hope that you will make full use of the resources provided by the University during your academic journey. However, you should also know that your achievement in the programme of enrolment will also depend on your performance in both the continuous assessments through assignment and the Semester-end examination. Studying in an ODL Institution for an award of degree or qualification demands great commitment on your part as a learner. Although KKHSOU provides you with a flexible way of learning, you are required

to complete all the assignments in due course within a stipulated period and take the examinations according to the schedule specified. In general, besides attending the face-to-face counselling sessions and tutorials at your study centre where you have enrolled, you should be able to allocate at least 2-3 hours a day for studying your courses.

With this introductory information, you should start your programme at KKHSOU and we hope that by availing all the support services of the university, you will succeed in your educational venture. We assure you that the University fraternity shall always stand by you to help you with all your academic requirements.

3. HOW TO SUCCEED AS A DISTANCE LEARNER IN THE ODL SYSTEM

The Open and Distance Learning (or ODL) is a system of education in which education is imparted to the learners from a distance. The two basic elements in ODL are:
a. The physical distance between the educators and the learners;
b. The changed role of the educators who meets the learners only for selected tasks such as counselling during contact sessions, conducting tutorials and helping the learners with field-based projects and collaborating with the learners to solve their problems.

In the conventional face-to-face mode of education, the teaching-learning contents are communicated directly by the teachers/educator mainly through the lecture method. In distance education however, this interpersonal communication is replaced by print, telephonic and electronic communication, broadcasting of educational programmes, online communication and others need-based methods. Hence, the philosophy of ODL is based on the idea of the 'teacher in print' that means the teachers are very much present in the SLMs, directly teaching each learner through printed words.

In your case, the benefit of ODL is that it provides access to education that you would not have gained otherwise. ODL allows you to study when and where it suits you and enables you to continue learning while also fulfilling your commitments to the family, work and community. You may be pursuing higher education for various reasons such as—you might be interested in changing your career or you might simply want to expand your knowledge base for personal enrichment. Whatever may be the reason, unlike in the conventional system, ODL provides you with flexitime learning experience while catering to your learning needs. It is important for you to bear in mind that in ODL, you are not pursuing your studies alone on your journey.

We encourage you to make full use of the facilities provided by the University during your study at KKHSOU. You should always make an attempt to regularly attend the counselling sessions at the study centre where you have enrolled, form study groups with your programme-mates, check for the latest academic updates in the University website: www.kkhsou.in, participate in academic discussion with your fellow learners as well as your teachers through Facebook or WhatsApp groups, contact your tutors at the study centres or the teachers at the University headquarters. Further, your tutors in the study centres shall be there to help you understand the course materials, clarify the concepts you find difficult and collaborate with you to enhance your learning experience.

Feel free to learn and enjoy learning towards successful completion of the Programme.

4. INTRODUCING THE DIPLOMA IN SANSKRIT LEARNING PROGRAMME

The One-year Diploma in Sanskrit learning of Krishna Kanta Handiqui State Open University (KKHSOU) has been offered in accordance with the broad guidelines of the NEP 2020, besides with constant adherence to UGC Distance and Online Education Regulation 2020, UGC LOCF Curricular Framework, Academic Integrity Regulations 2018 and UGC-definitions-of-Degrees-July-2014.

Notably, the academic disciplines of the University are organised as School System; hence, it is expected that implementation of multidisciplinary/interdisciplinary programmes and courses would be relatively smooth and enriching. To this effect, necessary processes for attaching relevant faculty from related disciplines have been arranged. The University has also registered in the Academic Bank of Credit (ABC) for seamless transfer of credit allowing flexibility to the learners as mandated by the NEP 2020.

The Centre for Internal Quality Assurance (CIQA) of the University has organised a number of meetings and workshops regarding the implementation of NEP 2020 in the context of ODL. With all the inputs, the Committee on Courses (CCS) and the Schools of Studies, involving outside subject experts drawn from reputed Universities have designed the One Year Diploma Programme and the detail syllabi.

4.1 Aims of the Programme:

The aims of the One-year Diploma in Sanskrit learning as mentioned below:

1. To help those learners who want to know the Sanskrit Language and Literature (the mother of all Indian Languages).

a) To provide a basic idea of Sanskrit language and Literature.

b) To encourage the learners to appreciate life and society through the works of the great literary masters of ancient India.

c) To provide the knowledge of Indian Knowledge system.

4.2 Objectives of the Programme:

1. To write and read the Sanskrit Language in a simple and easy way.

2. These courses will be very useful for the students of Assamese literature.

3. The course is so designed as to ensure that a learner can develop the knowledge in the field of Sanskrit Language and Literature.

4.3 Target Group:

The One-year Diploma in Sanskrit learning has been designed for:

a) Those learners who are keen to pursue basic Sanskrit knowledge.

b) The learners who are desirous to obtain a Diploma in Sanskrit learning.

c) Learners from different backgrounds comprising the educated, under-educated, as well as, the highly educated groups of people.

d) The target group also includes learners with an interest in Sanskrit, young and old learners, employed and self-employed persons.

e) Learners from the disadvantaged and the under-privileged section of the society.

f) Learners who are unable to complete higher education in the normal course of time and have interest in Sanskrit.

g) Visually impaired and differently-able learners who are keen to pursue ancient Sanskrit Literature.

4.5 Career Prospects:

After successfully completing the one-year Diploma in Sanskrit Learning Programme, the learners will be able to opt for careers in:

- Academics
- IKS Cells

4.6 Study Hours:

The University follows the UGC ODL and Online Regulations 2020 in defining credit hours. Accordingly, it requires 30 hours of study per credit of a course. Thus, a 4 credit course requires 120 hours of study in total, which includes time required to study the Self Learning Materials, completion of assignments, attending counselling sessions, accessing other learning materials provided to the learners as and when required. Out of the total credit hours, a minimum of 10 percent, i.e., minimum 12 hours of counselling per course are offered

to learners at their respective study centres or through centralised online counselling conducted by the faculty members of the University. A credit collectively refers to different aspects of study, such as

a) Studying the SLMs

b) Working on the assignments

c) Going through the texts and other Further Reading materials

d) Listening and watching audio and audio-visual programmes

e) Attending academic counselling sessions at the respective study centres and so on.

In one course comprising 4 Credits, you will need to devote about 120 hours in each course to finish the course contents. However, as the 'flexi-time' option is available, you may yourself decide on the time to be devoted to the Programme. However, if you devote around 2-3 hours of meaningful and effective study every day, you will comfortably complete the programme within the stipulated time.

5. PROGRAMME STRUCTURE:

The One Year Diploma in Sanskrit Learning programme has been designed according to the UGC CBCS Curriculum Framework, National Credit Framework 2022 (Draft) and the broad guidelines of NEP 2020. The courses have been incorporated such that as the learners move in the programme.

5.1 Structure of the One-year Diploma in sanskrit learning programme as follows

DETAILS OF THE PROGRAMME

Name of the Programme: Diploma in sanskrit learning

Programe Duration: 1 year

Educational Qulification: 10+2

Medium of Instruction- Assamese,

Age: no age bar

Course Structure: Total credits - 16

SYLLABUS OF

DIPLOMA IN SANSKRIT LEARNING

PROGRAMME STRUCTURE

Title of the course	SLM code	Marks	Credit
History of Sanskrit Literature and Moral Teachings	DSL 01	100	4
General Sanskrit Grammer	DSL 02	100	4
Textual Glimpses of Sanskrit Literature	DSL 03	100	4
Some Important Components of Sanskrit Learning	DSL 04	100	4

DETAILED COURSE WISE SYLLABUS

Course no- 1 (code-DSL-01)   Number of credit-04

Name of the Course; **History of Sanskrit Literature and Moral teaching**

Unit-1 The Rāmāyaṇa (General study)

Unit-2 The Mahābhārata (General study)

Unit-3 Purāṇa Literature (General study)

Unit-4 Court Epic General study)

Unit-5 Drama (General study)

Unit-6 Campukāvya & Historical Kāvya (General study)

Unit-7 Lyrical poetry (General study)

Unit-8 Prose literature (General study)

Unit-9 Fable literature (General study)

Unit-10 Śataka Kāvya literature (General study)

Unit-11 Scientific literature (Part-1)

Unit-12 Scientific literature (Part-1)

Unit-13 Hitopadesa (mitralābha_)

Unit-14 Subhasitam

Recommended books-

1. Goswami Haramohan Deva, *Sanskrit Sahityar buranji*, Bookland: Guwahati.

2. Krishnamachariar M., *History of Classical Sanskrit Literature*, MLBD: New Delhi.

3. Giri Kapiladeva, (edi) Narayana's *Hitopadesa (Mitralabha)*, Chaukhambha Publisher: Varanasi.

4. Sarma Mukunda Madhava, 2000, *Hitopadesa*, Asom Prakasana Parisada: Guwahati.

Number of credit-04

Course no-2 (code no-DSL-02)   Total marks-80+20=100

Name of the Course: Sanskrit Grammar

Unit-1 Origin and development of Sanskrit Grammar

Unit-2 A Study on Paninian School of Grammar

Unit-3 A Study on Non-Paninian School of Grammar

Unit-4 Pāṇini's Pratyāhāras

Unit-5 Declension (Noun, Pronoun)

Unit-6 Declension (Numerals)

Unit-7 Conjugation (bhvādi,divādi)

Unit-8 Conjugation (adādi, svādi)

Unit-9 Sandhi (Euphonic combination)

Unit-10 Kāraka-Vibhakti

Unit-11 Samāsa (Compound)

Unit-12 Suffix (Kṛt)

Unit-13 Suffix (Taddhit)

Unit-14 Suffix (Strīpratyaya)

Unit-15 Vācya (voices)

Recommended books-

1. Apte V. S., A Students Sanskrit Reader,

2. Bhattacaryya Haricandra, *Sanskrit Vyakarana Prabha*, Baruah agency: Guwahati.

3. Sarma, Giridhar, *Sanskrit Grammar Composition & Translation*,1988, Radha Prakasan: Guwahati.

4. Shastri Khagendra Nath, *Aids to the study of Sanskrit Grammar & Composition*, Bharati Press: Tezpur.

5. Vidyasagar, Iswarchandra, Samagra Vyakarana- Kaumudi, P. C Majumder & Brothers :

Number of credit-04

Course no-3 (code no-DSL-03)   Total marks-80+20=100

Name of the Course: Textual Glimpses of Sanskrit Literature

Unit-1 Svapnavasavadatta_ (An Introduction)

Unit-2 Svapnavasavadatta_ (Textual study)

Unit-3 Abhijnanasakuntala_ (Kalidasa, the dramatist)

Unit-4 Abhijnanasakuntala_ (General study of the drama)

Unit-5 Abhijnanasakuntala_ (Textual study of 1st Act)

Unit-6 Abhijnanasakuntala_ (Textual study of 2nd Act)

Unit-7 Abhijnanasakuntala_ (Textual study of 4th Act)

Unit-8 Abhijnanasakuntala_ (Textual study of 7th Act)

Unit- 9 Raghuvam_sa_ (An introduction)

Unit-10 Raghuvam_sa_ (Canto- IV, 1-25 verses)

Unit-11 Raghuvam_sa_ (Canto- IV, 26-52 verses)

Unit-12 Raghuva_msa_ (Canto- IV, 53-80 verses)

Unit1-3 Kiratarjuniyam_-(An introduction)

Unit-14 Kiratarjuniyam_ (Canto1, 1-25 verses)

Unit-15 Kiratarjuniyam_ (Canto1, 26-46 verses)

Recommended books-

1. Kale, M R. *Svapnavasavadattam* of Bhasa, 1988, MLBD: New Delhi.

2. Ray. Saradaranjan, *Svapnavasavadattam,* Sanskrit Book Depot: Calcutta

3. Bose, Ramendra Mohan. *Abhijnanasakuntalam,* Sanskrit Pustak bhandar: Calcutta.

4. Kale, M R. *Abhijnanasakuntalam* of Kalidasa, MLBD: New Delhi.

1. Kale. M R, *The Raghuva_s*a_ *of K*alid*a*sa, Canto 1-5, MLBD: New Delhi

2.Pande. Adityanaraya , 1968, *Kiratarjuniya_* of Bharavi, etd, Choukhamba Sanskrit Series Office, Varanasi.

1. Kale M R, *Kadambar*i*,* 1968, MLBD : Delhi.

2. Sarma Prabhat candra, *Kadambar*i (Translated in Assamese) ABILAC: Guwahati..

Number of credit-04

Course no-4 (code no-DSL-04)   Total marks-80+20=100

Name of the Course: **Some Important Components of Sanskrit Learning**

Unit-1 Development of Sanskrit Language from historical perspective

Unit-2 Translation

Unit-3 Comprehension

Unit-4 Sanskrit conversation (lesson-1)

Unit-5 Sanskrit conversation (lesson-2)

Unit-6 Ramayana (Balakanda, ch-1, General study)

Unit-7 Vedic Literature (General study)

Unit-8 Manusamhita (General study)

Unit- 9 Upanisad (General study)

Unit- 10 Srimadbhagavadgita (general study)

Unit-11 Bhartrhari's Nītiśataka (General study)

Unit-12 Kadambari (Banabhatta and his writtings -a study)

Unit-13 Kadambari (textual study)

Unit-14 Kauṭilya's Arthaśāstra (General study)

Unit-15 Sati Jayamati (An introduction)

Recommended books-

1. Pathak Akhiles, *Nitisatakam*, 1999, New Bharatiya book corporation: New Delhi,

2. Goswami. Prahlad Giri, *Nitisatakam*, Bharatiya Vidya Prakasan: Delhi.

3. Sarma. Dipak Kumar, *Sati Jayamati of Bhavadeva Bhagavati*, Kitap Ghar: Nalbari.

4. Sarma Rajanikanta Deva, Kautilyar Arthasastra, Asom Prakasan Parisad: Guwahati

5. Mahanta Kavicandra, (1962) *Asamiya Valmiki Ramayana*, Lawyer's Book Stall: Guwahati.

6. Kiran Sarma, (2008) *Manusamhita*, Candra Prakash: Guwahati.

7. Vasu Jogiraj, (1972) *Vedar Paricaya*, Asom Prakasan Parisad: Guwahati

8. Gita with Hindi Translation, Gita Press, Gorakhpur.

6. Learner Support Services

The student support services available in the University would be extended to the learners of this Diploma in sanskrit learning. All these support services would help the learners to imbibe the required knowledge and skills; to seek avenues in employment; to go for higher studies; and to know about the subject in an in-depth manner. Learner Support Services (LSS) include the following among others:

a) **KKHSOU City Campus:** The KKHSOU City Campus at Guwahati organises training for coordinators, counsellors, and other functionaries. The City campus provides a venue for learners and academic counsellors to interact on a particular subject matter. Responsibility for Admission, distribution of SLMs and Examination also lies with City Campus. Online counselling for all learners of all semesters of all programmes are centrally organised from city campus.

b) **Regional Centres:** The Regional centre of KKHSOU at Jorhat in upper Assam provides training for coordinators, counsellors, and other functionaries. The centre provides a venue for learners and academic counsellors to interact about a particular subject matter. Responsibility for Admission, distribution of SLMs and Examination in select districts of upper Assam also lies with Regional Centres. Establishment of some other regional centres is in the pipeline.

c) **Study Centres:** Study centres are the backbone of an open and distance learning institution. On behalf of the university, the study centres cater to the various requirements of learners, viz. Admissions-related information, delivering Self Learning Materials, conducting counselling sessions, distributing assignments and evaluating them, conducting term-end exams, etc. The study centres throughout the state handle these affairs on behalf of the University.

d) **Pre-enrolment Counselling:** In cooperation with study centres, the university provides pre-enrolment counselling for all the programs through online and offline modes. It provides basic knowledge of the programs, counselling sessions, etc. Moreover, programme specific pre-enrolment counselling is also organised.

e) **Siksharthi Mitra:** A few employees of the University have been engaged as Siksharthi Mitra in order to provide better technical support and assistance to the candidates during online admission process.

f) **Learners' Charter:** The University has brought out a Learners' Charter pronouncing the basic rights and responsibilities of its learners. In the Induction Programmes at the Study Centres, the learners are sensitized about this Charter.

(http://kkhsou.in/web_new/viewDocuumentPdf.php?pdf=pdf/student/Standee%204%20Assameseconverted(1).pdf&q=Learners%27%20Charter)

g) **Handbook/SOP:** The University has brought out a Handbook for the Study Centres and a Standard Operating System (SOP) of Examination. http://kkhsou.in/web_new/ugcinfo-2018/SOP%201-32.pdf

h) **Audio CDs for Visually Impaired Learners:** The visually impaired learners are provided with free audio SLMs in CDs to overcome their difficulties of learning. The University has installed Braille printers for this category of special learners in the University SLM branch.

i) **Face-to-face/Online Ticketing/Complaint System:** Learners' queries are attended in the face-to face mode and digital mode as well in a continuous way, through telephone, SMS and emails. There is a dedicated online portal through which the queries received automatically move to concerned department for solving the same. Once the problem is solved, the learner is informed by SMS and email.

j) **Face to face and Walk-in Counselling:** As part of the UG Programme in this also, learners will receive face-to-face counselling from study centres. The University also provides face-to-face counselling/walk-in-counselling to learners at the specially maintained city learner support centre located at the city campus on Sundays or weekdays.

k) **ICT Support:** ICT support is a major component of any ODL system. Some of the ICT-based support systems provided by the university, which can be availed by the learners of this Programme are listed below:

- **Website:** The University has developed a full-fledged official website www.kkhsou.in for learners and the general public. The website has a dedicated Learners' Corner (http://kkhsou.in/web_new/learner_corner.php) that contains exhaustive information and links to useful resources which is accessible to the vast learner population. Furthermore, the Website links to social-networking sites like Facebook where learners, faculty members, and stakeholders can interact. Additionally, the site offers a tailored search by district or program. And most of the

audio-visual programmes are accessible online through YouTube videos (web link: https://www.youtube.com/user/kkhsou)

- **Community Radio Service**: Jnan Taranga (90.0 MHz) is the first Community Radio station in the North Eastern part of the country administered by the University. Community Radio, being a platform for the community for taking up community issues, is also a platform for broadcasting programmes. This includes debates, discussions, and talk shows.

Links: http://jnantaranga.kkhsou.in/index.php

- **e-Bidya:** As part of its ongoing attempts to enhance student learning, the university has developed a Learning Management System (LMS) portal called e-Bidya using open source MOODLE which can be accessed via https://ebidya.kkhsou.ac.in/.The site allows learners to access e-resources almost

24 x 7 regardless of where they are in relation to the particular programme they are enrolled in. Learners can interact with experts in the discussion forum. Learners can experience the benefits of online learning through their mobile devices as well. The same facilities are being imparted for this Programme as well.

- **Open Access Journals Search Engine (OAJSE):** The OAJSE (www.oajse.com) can be used to browse and search 4,775 Open Access Journals from the rest of the World excluding India, 532 journals from India, and 32 Indian Open Access Indian Repositories. It provides all pertinent information about KKHSOU's central library, including access to electronic resources, the Online Public Access Catalogue (OPAC), and subscribed journals and databases. It also provides an email alert service (current awareness service) to learners and is linked with major social networks including Facebook and Twitter.

- **KKHSOU Mobile App:** The university has developed a mobile application "KKHSOU" that allows students to access the university website 24x7. Download

Link:https://play.google.com/store/apps/details?id=soft.bdeka.kkhsou.androidapp&hl=en_IN

- **SMS Alert Facility:** The University has implemented an SMS alert system for learners which notify of university news, events, and learner-related information.

- **e-Mentoring Groups:** The e-mentoring system, which utilizes the Telegram App/WhatsApp, helps learners acquire all the characteristics of open and distance learners, so that they can continue their studies with self-confidence, self-esteem, morale, and a feeling of identity. It is the main objective of this initiative to help learners minimise personal difficulties and identify the obstacles they face due to the

diverse needs and backgrounds they have. During this process, they are also guided to develop appropriate and suitable learning strategies for overcoming all these difficulties and problems.

- **e-mail:** Learners can also write emails to any officials /faculty members of the University. For this a general email ID: info@kkhsou.in has been created. Concerns raised through email to this email address are addressed by the University's relevant officials or faculty members. Apart from that, the email and phone numbers of all faculty members are available on the website and Information Brochure. Any learners can write directly to them as well.

- **Online Counselling:** The University's faculty conducts online counselling sessions through different online platform like Zoom, Google Meet, Cisco Webex and Facebook etc. in addition to regular counselling sessions in study centres. It provides direct interaction of learners with the regular faculty members of the University which creates a greater sense of inclusion and reduces feelings of isolation by offering personal care and guidance to all learners.

- **KKHSOU in Social Media:** KKHSOU has incorporated social media sites like Facebook pages, Whatsapp group, Twitter Account (https://twitter.com/KKHSOU1?s=09) that enables sharing and interaction with the students' community. Official Facebook Group of KKHSOU can be reached at https://www.facebook.com/groups/272636986264210/

7. COURSE ASSESSMENT

The assessment and evaluation of the learners' performance in all academic programmes of the University are carried out with the objectives of maintaining sanctity, quality and transparency. The assessment and evaluation of the learners' performance and achievement are conducted with reference to the defined learning outcomes of the programmes as a whole, and also those of the courses under a specific programme. While setting the question papers, assignments and evaluation of answer scripts this aspect is always considered thoughtfully.

The assessment and evaluation system of the university consists of two components i.e. Formative and Summative Assessments as per the UGC regulation of 2020. The 33rd Academic Council of the University decided that Formative Assessment is to be given a weight of 30 percent while the Summative Assessment is to be assigned the remaining 70 percent of the weight. Further, 35th Academic Council has adopted the SGPA and CGPA

system of evaluation as per the UGC's Curriculum and Credit Framework for PG Programme, 2022.

7.1 Formative Assessment

Formative assessment of the learners is conducted in a continuous and comprehensive manner. There are provisions for self-evaluation based on the Self Learning Materials. The University has decided to adopt a mechanism for continuous evaluation of the Learners through a judicious mix of various flexible methods.

Considering the practical limitations of the learners and the other operational difficulties, the University has adopted the formative assessment consisting of the followings:

- MCQ/Written test/Quiz/Viva etc. = 10 marks
- Home Assignment (submitted at study centre) = 10 Marks
- Participation in extension activities (environment related/workshop etc.) and/or Additional Home Assignment in lieu of this = 3 marks.
- Timely submission of assignment etc. as mentioned above = 2 marks (e.g. submission on time = 2 marks; submission after due time = 1 mark; Non-submission =0 mark)
- Attendance/Participation in the various Personal Contact Programmes like induction, orientation or other such programmes = 5 marks

The learners are communicated about the details through the University website, official notifications, study centres, mentoring groups and social media. The concerned study centres conducts MCQ based test (online/offline) for the learners. However, if required, they may alternatively arrange for written test/ Viva/Quiz etc. and assess the learners for maximum 10 marks. Depending on situations, additional assignments of 10 marks are also given in lieu of the MCQs.

Assignments for total 13 marks are administered course-wise comprising three assignments viz. 2 for 5 marks and 1 for 3 marks by the concerned discipline. Out of the three assignments, one is closed-ended assignment directly from the course or SLM (5marks), one is open-ended assignment i.e. analytical/opinion/view etc. to be answered by the learner based on the course (5 marks), the third one relates to environmental or community works and/or activities (3 marks) concerning the issues/topics covered.

Learners are required to submit the hand written hard copies of these assignments to their respective study centres. The study centres will get them evaluated by academic counsellors and offer comments and suggestions for further improvements.

Please note that assignment is an important component of your study. The purpose of assignments is to help you get through the courses. Your counsellor or evaluator will write comments on your assignment to facilitate your learning. The assignments, being a process of formative evaluation, will help you to understand how you are progressing in your studies. All the assignments submitted earlier will be carried forward. This is applicable, only if you extend your study to the subsequent Semester.

The following are some important guidelines for writing your assignment responses:

- Make sure that you have answered all the questions of an assignment before you send them to the study centre. Incomplete assignments shall bring you poor grades, or non-submission of assignments in time may lead to withholding of results.

- Answer the questions of the assignment as directed after a careful study of the Units available in the SLMs.

- You should not send printed articles as your answers for assignments, nor should you reproduce the text of the SLMs verbatim. Write assignments in your own words and in your own handwriting. However, don't forget to put your signature at the end. Typed assignment responses are never allowed.

- Ensure that you keep a copy of the assignment responses with yourself. You might need them in case you have to re-submit the assignment responses due to some unforeseen circumstances.

- While submitting the assignment, don't forget to collect the receipt. You may also get the receipt signature from the study centre on the assignment copy kept with you.

- Be precise in your response. Keep the word limit of the assignments in mind.

The study centres also arrange Personal Contact Programmes (Online or Offline) and the learners are expected to attend the same, as per UGC Guidelines. Based on their level of participation and engagement they are given marks. Marks obtained by the learners after the wholesome Formative Assessment as described above are uploaded by the coordinators of the study centres in the Home Assignment portal specifically created by the examination branch.

7.2 Summative Assessment

The Summative Assessment is conducted in pen and paper mode in designated study centres. The University follows a SOP in conducting these examinations. Besides, examination monitoring is an essential feature in conducting the examinations of the University. The University appoints Supervisory Officers (SO), Examination Monitoring

Officers (EMO) and Examination Squads on a regular basis for smooth conduct and maintaining the standards of the examinations. Question papers are set and moderated, and answer scripts are evaluated by both internal and external faculty members. Results are declared after a process of due scrutiny and thorough diligence check. The learners have the options of re-scrutiny and re-evaluation of their answer scripts (within a stipulated time) in case they are not satisfied with the result.

8. FACULTY MEMBERS IN THE DISCIPLINE OF SANSKRIT

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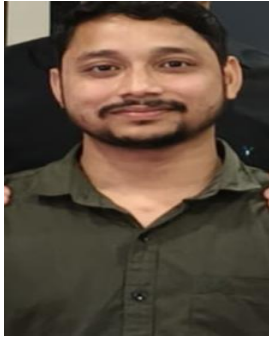
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