

**Krishna Kanta Handiqui State Open University
Guwahati, Assam, India**

CREDIT TRANSFER POLICY



**(Approved the by Board of Management in its
51st Meeting held on 27/09/2019)**

1. PREAMBLE:

As a holistic approach to the issues of expansion, equity and excellence the credit transfer policy of KKHSOU aims-

- To Provide diverse choices of subjects, at different levels to enhance learning opportunities.
- To match the ability of students' scholastic needs and aspirations.
- For inter-institution transferability of students.
- To provide flexibility to the Learners to complete the programme over an extended period of time,
- To standardize compatibility of educational programme.

2. DEFINITION:

2.1. The University: Krishna Kanta Handiqui State Open University.

2.2 Recognized/Accredited Institution: Institutions that the University will consider for transfer of credit.

2.3. Transferable Courses: Courses in respect of which credits are earned at any recognized /accredited institution, including the UGC recognised Directorate of Distance Education (DDE)/off site campuses.

2.4. Transfer of Credit: "Credit transfer" means allowing a student of another university to get admitted to KKHSOU for completing any equivalent degree/diploma programme on the basis of credits obtained by him/her from that University.

2.5 Interdepartmental Credit:

- A transferable class that covers a range of topics and disciplines that could not be assigned to any one of the departments might be transferred as "Interdepartmental Credit".

- Any subject or course under a particular department may be accepted by another department as an equivalent subject for completion of a degree.

3. ELIGIBILITY

3.1 Basic Eligibility Conditions fulfilled: There are some basic eligibility conditions for earning a degree in any of the Programme as detailed in the Prospectus of KKHSOU and the Programme Project Report (PPR) submitted by the University to UGC. The provision of credit transfer policy will be applicable subject to fulfilment of the basic eligibility conditions for the chosen programme.

- 3.2 The credit transfer scheme is applicable only to those candidates who have not completed their degree from any other recognised university but are willing to complete it through KKHSOU as per rules provided.
- 3.3 The Credit Transfer Policy would be applicable for lateral entry.
- 3.4 Parity of Credits is ensured: The parity of credit has to be worked out between the transferring institutions for the Courses.
- 3.5 Uniformity in Syllabi: The syllabi of the course should be uniform to the extent of at least 75%. This uniformity will be determined by the Parity Determining Authority, on the receipt of Application along with syllabi through the transferring institution.
- 3.6 The Application process will be validated by proper in house validating process.

4. APPLICABILITY

- 4.1 Normally credit transfer will be applicable only from a diploma to an equivalent diploma and from a graduate degree to a graduate degree and postgraduate to Postgraduate degree.
- 4.2 Credit transfer will be permissible in the case of students coming from institutions established by an Act of Parliament or by an Act of State Legislature; or an institution “Deemed to be University”, or an “Institution of National Importance”, or institutions recognised by statutory bodies like UGC, AICTE, ICMR, ICAR, CSIR etc.
- 4.3 Credit transfer can be done only on the basis of individual courses.
- 4.4 In order to get a diploma/degree from KKHSOU, **a student will be required to earn at least 50% credits from KKHSOU.** For example, a **B.A/B.Com/BBA/** student should **earn at least 48 credits** from KKHSOU for a degree. In other words, maximum 50% of the total credit will be accepted by the University even if the learner has secured more than 50% credit in some other HEI.
- 4.5 The degree certificate or the mark sheet given to the students will specifically indicate the credits earned in KKHSOU and those obtained from any other institution.

5. Appellate Authority

The Academic Council of the University may be approached regarding the decision given by Parity Determining Authority.
