



Dr. Utpal Jyoti Mahanta <registrar@jbu.ac.in>

Compliance with UGC Guidelines on Public Self-Disclosure by Higher Education Institutions – 2024

1 message

State University Section <su-section@ugc.gov.in>
 To: vc <vc@jbu.ac.in>, registrar <registrar@jbu.ac.in>
 Cc: "Dr. Ashima Mangla" <amangla@ugc.gov.in>

Wed, Dec 3, 2025 at 10:47 AM

Madam / Sir,

As you are aware, UGC shared the Guidelines on Public Self-disclosure by Higher Education Institutions, 2024 vide letter of even number, dated 10th June, 2024. A copy of the Guidelines is enclosed for your ready reference. As per the Guidelines, all Higher Education Institutions are required to maintain a functional website to provide relevant information to stakeholders. The information disclosed on the website should be easily accessible to everyone without any need for registration or login. Additionally, there should be a "search" facility available for easy navigation.

In order to examine whether the Higher Education Institutions have complied with the UGC Guidelines on Public Self-disclosure, UGC has been exploring the websites of various universities/HEIs. In the process, it has been observed that your university is yet to comply with the UGC Guidelines. The university's website has not provided information regarding some of the important aspects/areas which are parts of the Guidelines. Some of these missing areas are as follows:

ISSUES IN DISCLOSURE

Act and Statutes, IDP, Accreditation, Recognition/Approval (2(I), 12B, Annual Reports, Annual Accounts, Sponsoring Body, Finance Officer (Only Tab), CoE, CVO, Ombudsperson, Executive Council, Board of Management, Board of Studies, Finance Committee, ICC, Academic Leadership, School/Departments/Centres, Department/School/Centre Wise Faculty/Staff Details with Photographs, List of UGC-Recognized ODL/Online Programs, Library(Complete Information is not available), IQAC(Complete Information is not available), Academic Collaborations, Prospectus, Fee Refund Policy, R&D, Projects, Foreign Collaboration, Central Facilities, Sports, NCC/NSS, Hostel, Placement Cell, Health, SEDG, Facilities for Differently abled, Alumni, Announcements, Job Openings, Reservation Roster, Study in India, Admission procedure and facilities provided to International Students, Study of India, Telephone Directory

In view of the above, you are requested to kindly take necessary action **within a period of 15 days** so as to disclose information on various areas including the above-mentioned ones on your university website. Your kind cooperation will go a long way in ensuring transparency and accountability in the higher education system.

सधन्यवाद / Kind Regards,

राज्य विश्वविद्यालय अनुभाग / State University Bureau
 विश्वविद्यालय अनुदान आयोग / University Grants Commission
 35, फ़िरोज़ शाह रोड / 35, Firoze Shah Road
 नई दिल्ली / New Delhi – 110 001

3 attachments

- Format Public Self Disclosure.docx
22K
- Guidelines (1) (1).pdf
187K
- Letter dated 10th June 2024 (1) (1).pdf
358K

To Dr C.D. for my and
 Tange
 03/12/25

Received
 03/12/25



UNIVERSITY GRANTS COMMISSION

Guidelines on Public Self-Disclosure by Higher Education Institutions

National Education Policy (NEP) 2020 emphasizes transparent self-disclosure by Higher Education Institutions (HEIs). Public self-disclosure by HEIs, in fact, is one of the fundamental principles of the policy. NEP contemplates that HEIs shall be responsible and accountable to the stakeholders through transparent self-disclosure of all relevant records.

2. The availability of information in the public domain is an important source of accountability.

3. Stakeholders in the higher education system such as students, parents, research scholars, prospective students, regulatory bodies, accreditation agencies, alumni, and the public desire to seek information from the websites of HEIs.

4. Every Higher Education Institution shall maintain a functional website for making relevant self-disclosure to the stakeholders. The disclosure made on the website shall have unrestricted access without any requirement of log-in/registration and shall have a 'Search' facility for easy access.

5. Higher Education Institutions may provide information related to the following on their websites and provide the links, wherever possible:

a) About HEI

- About us: Overview
- Act and Statutes or MoA
- Institutional Development Plan
- Constituent Units/ Affiliated Colleges, Affiliating University (in case of Colleges) Off-campus/Off-shore campus/Learning Support Centres under ODL mode (Wherever applicable)
- Accreditation/ Ranking status (NAAC, NBA NIRF)
- Recognition / Approval (2(f), 12B, etc. as applicable)
- Annual Reports
- Annual Accounts including Balance Sheet, Income and Expenditure Account, Receipts and Payments Account along with Audit Report
- Sponsoring body details, if any

b) Administration (Profiles with photographs and contact details)

- Chancellor
- Pro Chancellor
- Vice-Chancellor
- Pro-Vice-Chancellor (wherever applicable)
- Registrar
- Principal (wherever applicable)
- Finance Officer
- Controller of Examination
- Chief Vigilance Officer
- Ombudsperson
- Executive Council/Board of Governors by whatever name called, Board of Management, Academic Council, Board of Studies, Finance Committee – composition and members with particulars
- Internal Complaint Committee
- Academic Leadership (Dean/HoD of Schools/Departments/Centres)

c) Academics

- Details of Academic Programs
- Academic Calendar
- Statutes/Ordinances pertaining to Academics/Examinations
- Schools/Departments/ Centres
- Department/School/Centre wise faculty/staff details with photographs
- List of UGC-recognized ODL/Online programs, if any
- Internal Quality Assurance Cell (IQAC)
- Library
- Academic collaborations

d) Admissions & Fee

- Prospectus (including fee structure for various programs)
- Admission process and guidelines
- Fee refund policy

e) Research

- Research and Development Cell (including Research and Consultancy Projects, Foreign Collaboration Industry Collaborations)
- Incubation Centre/Start-ups/Entrepreneurship Cell
- Central facilities

f) Student Life

- Sports facilities
- NCC/NSS - Details
- Hostel details (wherever applicable)

- Placement Cell and its activities
- Details of Student Grievance Redressal Committee (SGRC) and Ombudsperson
- Health facilities
- Internal Complaint Committee
- Anti-Ragging Cell
- Equal Opportunity Cell
- Socio-Economically Disadvantaged Groups Cell (SEDG)
- Facilities for differently-abled (e.g., barrier-free environment)

g) Alumni

- ▶ Alumni Association with details

h) Information Corner

- RTI: Details of Central Public Information Officer (CPIO) and Appellate Authority (wherever applicable)
- Circulars and Notices
- Announcements
- Newsletters
- News, Recent events & Achievements
- Job openings
- Reservation Roster (wherever applicable)
- Study in India
- Admission procedure and facilities provided to International Students

i) Picture Gallery

j) Contact us

- Details with Phone Number, Official Email ID and Address, Location map
- Telephone Directory

Public Self Disclosure

Sr. No.	Title	Subtitle	Links or Website
1	About HEI	About Us- Overview:	Link-
		Act and Statutes or MoA	Link-
		Institutional Development Plan	Link:
		Constituent Units/ Affiliated Colleges, Affiliating University (In case of Colleges) Off-Campus/Off-Shore Campus/Learning Support Centers Under ODL Mode (Wherever Applicable)	
		Accreditation/ Ranking Status (NAAC, NBA, NIRF)	
		Recognition / Approval (2(f), 12B, etc. as applicable)	Link:
		Annual Reports	Link:
		Annual Accounts Including Balance Sheet, Income and Expenditure Account, Receipts and Payments Account Along with Audit Report	Link:
		Sponsoring Body Details, if any	
		2	Administration (Profiles with Photographs and Contact Details)
Pro Chancellor	Name: Email: Mobile: Profile:		
Vice-Chancellor	Name: Email: Mobile: Profile:		
Pro Vice-Chancellor	Name: Email: Mobile: Profile:		
Registrar	Name: Email: Mobile: Profile:		
Principal (wherever applicable)	Name: Email: Mobile:		
Finance Officer	Name: Email: Mobile:		

		Governors by whatever name called	
		Board of Management	Link:
		Academic Council	Link:
		Board of Studies	Link:
		Finance Committee – Composition and Members with Particulars	Link:
		Internal Complaint Committee	Link:
		Academic Leadership (Dean/Hod of Schools/Departments/Centres)	Link:
3	Academics	Details of Academic Programs	Links: Undergraduate: Postgraduate: Postgraduate Diploma: Doctoral: Any other:
		Academic Calendar	Links:
		Statutes/Ordinances Pertaining to Academics/Examinations	Link:
		Schools /Departments/ Centres	Link:
		Department/ School/ Centre Wise Faculty/ Staff Details with Photographs	Links:
		List of UGC-Recognized ODL/Online Programs, if any	Link:
		Internal Quality Assurance Cell (IQAC)	Link:
		Library	Link:
		Academic Collaborations	Link:
4	Admissions & Fee	Prospectus (including fee structure for various programs)	Link:
		Admission Process and Guidelines	Link:
		Fee Refund Policy	Link:
5	Research	Research And Development Cell (Including Research and Consultancy Projects, Foreign Collaboration Industry Collaborations)	Link:
		Incubation Centre/Start-Ups/ Entrepreneurship Cell	Link:
		Central Facilities	Link:
6	Student Life	Sports Facilities	Link:
		NCC/NSS - Details	Link:
		Hostel Details (Wherever Applicable)	Link:
		Placement Cell and Its Activities	Link:
		Details Of Student Grievance Redressal Committee (SGRC) And Ombudsperson	Link: Name: Email: Mobile:

7	Alumni	Health Facilities	Link:		
		Internal Complaint Committee	Link:		
		Anti-Ragging Cell	Link:		
		Equal Opportunity Cell	Link:		
		Socio-Economically Disadvantaged Groups Cell (SEDG)	Link:		
		Facilities for Differently Abled (e.g., Barrier-Free Environment)	Link:		
8	Information Corner	Alumni Association with Details	NA		
		RTI: Details of Central Public Information Officer (CPIO) and Appellate Authority (wherever applicable)			
		Circulars and Notices	Link:		
		Announcements	Link:		
		Newsletters	Link:		
		News, Recent Events & Achievements	Link-		
		Job Openings	Link-		
		Reservation Roster (wherever applicable)			
		Study in India	Link-		
		Admission procedure and facilities provided to International Students	Link-		
		9	Picture Gallery	Picture Gallery	Link-
				Details with Phone Number, Official Email ID and Address, Location Map	Link-
		10	Contact Us	Telephone Directory	Link-