CREDIT TRANSFER POLICY

Dr. Babasaheb Ambedkar Open University (BAOU) facilitates transfer of credits through an evaluation process requesting for transfer of credits and this process can be categorized as below:

1. Taking courses on SWAYAM / MOOCs while enrolled in BAOU
2. First / Second Year of Graduation successfully completed at UGC accredited institutions and wish to take admission in Second / Third Year of Graduation Programme in BAOU.
3. First Year of Post-Graduation successfully completed at UGC accredited institutions and wish to take admission in Second Year of Post-Graduation Programme in BAOU.
4. First / Second Year of Graduation successfully completed at any Institute / University abroad and wish to take admission in Second / Third Year of Graduation Programme in BAOU
5. First Year of Post-Graduation successfully completed at any Institute / University abroad and wish to take admission in Second Year of Post-Graduation Programme in BAOU

1. **Taking courses on SWAYAM while enrolled in BAOU**
   - As per University Grants Commission (Credit Framework for Online Learning Courses through SWAYAM) Regulations, 2016, Dr. Babasaheb Ambedkar Open University may allow up to twenty percent of the total courses being offered in a particular Programme in a semester/year through the Online Learning courses through SWAYAM/Massive Open Online Courses (MOOCs).
   - The list of courses to be consider for transfer of credits which are available on SWAYAM/MOOCs and decided by the Academic Council of the concern school offering the Programme and need to be approved by the Academic Planning Board and Board of Management.
   - The University must designate a SWAYAM Coordinator to guide the students throughout the course.
   - The list of courses considered for Credit Transfer for particular Programme is made available to the students through Learner Support Centre, faculty members, Counsellors, Notice boards, Student forums, Workshops, Posters, Social media platforms and University website etc.
   - The University shall incorporate the marks/grades in the final marksheet of the student which counts for award of degree. However, the University shall evaluate the students for

the practical/lab component and incorporate these marks/grades in the overall marksheet of the student.

- On receipt of MOOCs completion certificate from SWAYAM / MOOCs, the University is required to give equivalent credit weightage up to 20% for the credits earned through SWAYAM.

2. **First / Second Year of Graduation Programme successfully completed at UGC accredited institutions and wish to take admission in Second / Third Year of Graduation Programme in BAOU**

   - If a student had successfully completed First / Second Year of Graduation Programme similar in content as compared to what is offered at BAOU and had to take a break due to some unavoidable circumstances during his / her studies and wishes to complete his / her studies at BAOU may get the benefit of transfer of credits earlier earned to get admission in Second / Third year of equivalent Graduation Programme offered by BAOU.

   - Such individuals may submit the prescribed application with grade-card and detailed syllabus of the Programme studied to admission department of the university and admission department shall then arrange for necessary approval from Director (Academics) who in turn will obtain the recommendations of the concerned school for equivalent grade and credit for the course(s) of interest.

3. **First Year of Post-Graduation Programme successfully completed at UGC accredited institutions and wish to take admission in Second Year of Post-Graduation Programme in BAOU.**

   - If a student had successfully completed First Year of Post-Graduation Programme similar in content as compared to what is offered at BAOU and had to take a break due to some unavoidable circumstances during his / her studies and wishes to complete his / her studies at BAOU may get the benefit of transfer of credits and shall be considered eligible to get admission in Second year of equivalent Post-Graduation Programme offered by BAOU.

   - Such individuals may submit the prescribed application with grade-card and detailed syllabus of the Programme studied to admission department of the university and admission department shall then arrange for necessary approval from Director (Academics) who in turn will obtain the recommendations of the concerned school for equivalent grade and credit for the course(s) of interest.

4. **First / Second Year of Graduation successfully completed at any Institute / University abroad and wish to take admission in Second / Third Year of Graduation Programme in BAOU**

   - If a student had successfully completed First / Second Year of Graduation Programme similar in content as compared to what is offered at BAOU from any Institute / University abroad and had to take a break due to some unavoidable circumstances during his / her studies and now would like to complete his / her studies at BAOU may get the benefit of transfer of credits earlier earned to get admission in Second / Third year of equivalent Graduation Programme offered by BAOU.

   - Such individuals may submit the prescribed application with grade-card, equivalence certificate of Degrees awarded by the Foreign Universities by the Association of Indian Universities (AIU) and detailed syllabus of the Programme studied to admission department of the university and admission department shall then arrange for necessary approval from Director (Academics) who in turn will obtain the recommendations of the concerned school for equivalent grade and credit for the course(s) of interest.

   - All grade-cards/transcripts and course syllabi must be translated from the original language into English and certified by a professional translator.

5. **First Year of Post-Graduation successfully completed at any Institute / University abroad and wish to take admission in Second Year of Post-Graduation Programme in BAOU**

   - If a student had successfully completed First Year of Post-Graduation Programme similar in content as compared to what is offered at BAOU from any Institute / University abroad and had to take a break due to some unavoidable circumstances during his / her studies and now would like to complete his / her studies at BAOU may get the benefit of transfer of credits earlier earned to get admission in Second year of equivalent Post-Graduation Programme offered by BAOU.

   - Such individuals may submit the prescribed application with grade-card, equivalence certificate of Degrees awarded by the Foreign Universities by the Association of Indian Universities (AIU) and detailed syllabus of the Programme studied to admission department of the university and admission department shall then arrange for necessary approval from Director (Academics) who in turn will obtain the recommendations of the concerned school for equivalent grade and credit for the course(s) of interest.

- All grade-cards/transcripts and course syllabi must be translated from the original language into English and certified by a professional translator.

Maximum credits allowed to be transferred:

- BAOU will allow a maximum of 64 credits for a Graduation Programme and 32 credits for Post-Graduation Programme. Programme must be academic in nature and be similar in scope and content to the Programme offered at BAOU.

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