



MNR UNIVERSITY

POLICY ON SWAYAM MOOC COURSES

MNR Nagar, Fasalwadi-502294, Gr Hyderabad, Sangareddy District, Telangana

Ref.No.MNRU/102/P-7/2026

Dated:16.02.2026

POLICY ON SWAYAM MOOC COURSES

In exercise of the powers conferred by Section 30 of the Telangana State Private Universities (Establishment and Regulation) Act 11 of 2018 and in accordance with the Regulations of the University Grants Commission, the Academic Council and the Board of Management hereby frame the following Policy to create a supportive environment that encourages students to enroll in and complete the Massive Open Online Courses (MOOCs) offered by the Study Webs of Active Learning for Young Aspiring Minds (SWAYAM). The Governing Body in exercise of the powers conferred by Section 20(4)(d) of the above Act approved the **Policy on SWAYAM MOOC Courses** through the Resolution No.5, dated 12.02.2026 for implementation in the University.

Title of the Policy: Policy on SWAYAM MOOC Courses

Preamble:

We aim to create a supportive environment that encourages students to enroll in and complete the Massive Open Online Courses (MOOCs) offered by the Study Webs of Active Learning for Young Aspiring Minds (SWAYAM). SWAYAM serves as the national MOOCs portal developed by the Ministry of Education (MoE), Government of India, and includes a variety of sectors such as NPTEL, UGC, the Consortium for Educational Communication, IGNOU, CBSE, NCERT, and NIOS. Below, you will find a constructive policy for credit transfer that facilitates the integration of these courses into our curriculum. We believe this initiative will enhance students' learning experience.

Coordinator for MOOCs: The Vice Chancellor will appoint a SWAYAM coordinator to manage activities at the university level effectively.

Provision for MOOCs:

1. Each student can earn up to 40% credits toward their program requirements through MOOCs offered by SWAYAM, enhancing their learning experience.
2. To foster continuous engagement, students are encouraged to enrol in and complete SWAYAM courses during each semester or term, except the first and final semesters or terms.
3. Students can register for SWAYAM courses with the dean's approval. These courses can serve as the program's elective or open elective or for credit completion in case of lateral entry or migrated students.
4. A program core course can be offered through SWAYAM, provided at least 80% of the university's core syllabus aligns with the SWAYAM course. In such cases, the Program Director and Dean should collaboratively obtain prior approval, accompanied by

necessary documentation.

5. Students can also choose SWAYAM courses as Value Added Courses (VAC).

Credit Calculation:

6. Students can earn up to 2 credits for a course lasting a minimum of 4 weeks, 3 credits for a course lasting at least 8 weeks, and 4 credits for a course lasting at least 12 weeks, depending on availability on the SWAYAM portal.
7. Any variations from these credit calculations should seek prior approval from the Vice-Chancellor. They will then be integrated into the course grid for the respective batch.
8. As per the approval, credits earned from elective or core courses via SWAYAM will be substituted with equivalent online courses with the same credit value.

Publishing MOOCs List:

9. Schools must finalise SWAYAM courses and prepare a tentative list.
10. The Program Director will compile a comprehensive list of MOOCs at the school level and designate a subject matter expert as a mentor for each course.
11. The dean must get the Vice-Chancellor's prior approval for the MOOCs in the prescribed format (Annexure 1).
12. For each approved course, get a SWAYAM code from the COE for university records.
13. Each school will proactively provide a list of SWAYAM courses available for students in the upcoming semester or term, ensuring this information is shared within two weeks of the list of courses being announced on the SWAYAM platform(s).

Registration on SWAYAM Portal(s):

14. The Dean will appoint a dedicated school-level administrator as the single point of contact (SPOC), facilitating streamlined communication and support for all MOOC-related matters.
15. The following points to be considered while doing registration on the SWAYAM portal:
 - a) The Admin SPOC and Program Director, in collaboration with the respective subject matter experts, will facilitate the student registration process on the appropriate SWAYAM portal(s).
 - b) During registration, students are encouraged to select MNR University's local chapter on SWAYAM to enhance their learning experience.
 - c) Students should use their MNRU email ID to ensure smooth communication.
 - d) It is recommended that students choose the "result to be shared" option for better accountability.

- e) Selecting "mentor" during registration will pair students with dedicated support for their courses.
- f) Upon successful course completion, mentors will receive recognition through a mentoring certificate from SWAYAM.
- g) The coordinator will ensure mentors have access to monitor and support students' progress effectively.

Monitoring & Examination of MOOCs:

- 16. The mentor/Program Director/SPOC is responsible for properly monitoring the courses.
- 17. It is mandatory for students to appear for the SWAYAM course certification examination.
- 18. If a student fails a SWAYAM online course, the student will either repeat the course online next time or the student can take up the course in a supplementary mode in university.
- 19. Students will bear fees for registration/certificate examination.
- 20. After completing the online course, the student must submit a copy of the certificate to the Program Director.
- 21. The SWAYAM courses are cost-effective compared to other MOOCs courses.
- 22. SWAYAM courses remove time and location constraints barriers, as students can access the course material online from anywhere and anytime, and the study materials are easy to use.
- 23. In certain exceptional circumstances, including family emergencies, accidents, or health issues, students may have the opportunity to complete continuous assessments and final exams for MOOCs at the university level. This will be facilitated upon receiving the Vice Chancellor's approval and ensuring that the necessary documentation is provided.

MOOCs Database:

- 24. Each school must submit a signed list of SWAYAM-registered students in the prescribed format (Annexure-2) within one week of the course registration deadline, fostering an organised reporting system.
- 25. The school must register the course opted for by the student in an ERP portal, if any, and drop the course against which the student has opted for the SWAYAM course.
- 26. The SPOC will then share this vital data with the CoE office, IQAC, and relevant university authorities in the prescribed format (Annexure-2), promoting transparency and collaboration.

27. After SWAYAM declares the results, the Program Director will check them and submit all the collected MOOC certificates to the Dean through SPOC.
28. SPOC must segregate the under-graduation and post-graduation lists of students separately for each SWAYAM course opted by the students.
29. SPOC will prepare a consolidated list for each course in the prescribed format (Annexure-3) and hard copies of certificates.
30. SPOC must enclose duly signed consolidated lists by the program director and dean, with hard copies of certificates for the respective courses.
31. SPOC must scan course-wise duly signed consolidated lists and respective students' certificates in a single PDF and maintain the data for each semester/term.
32. SPOC must submit the hard copies to the office of the controller of examinations (COE) and send soft copies to COE with a cc to the dean and IQAC.

Grading System for MOOCs:

33. The grading for undergraduate and postgraduate students will be followed separately, though the students opted for the same SWAYAM course.
34. The total marks out of 100 will be calculated using a weightage for 25% of the internal assessment (IA) and 75% of the proctorial mode final exam marks obtained through SWAYAM.
35. The student must score at least 40% in each component to earn a passing grade.
36. If more than 30 students opt for a particular SWAYAM course, relative grading will be followed irrespective of program/branch/specialisation/batch. Otherwise, absolute grading will be followed.
37. Students who opt for the university exam for SWAYAM courses will be entitled to one grade lower than those who obtained a certificate from SWAYAM, except fail (F) and the minimum performance grade (C) unaltered. For example,

SWAYAM Certificate Students	O	A+	A	B+	B	C+	C	F
University Exam students	A+	A	B+	B	C+	C	C	F

38. The school must provide the grades obtained by students in such courses well in advance so that the marks can be uploaded on time; otherwise, the student shall be marked as ABSENT in that course. Their results will be upgraded once the Office of Controller of Examination receives the marks in such cases.
39. The COE will endorse the result in the students' result sheets for a particular semester/term as approved by the school's Dean.



Annexure-1

S.No.	Course Code as per MNRU curriculum	Course Name as per MNRU curriculum	SWAYAM Course Name	Course Duration (in No. of Weeks)	Course Registration Start Date	Course Registration End Date	Exam Registration Start Date	Exam Registration End Date	Proposed Date of Final Exam	No. of Credit to be transferred	No. of Students (expected)	Mentor
1												
2												
3												
4												

Program Director

University
MOOCs Coordinator

Dean

Controller of
Examinations

Vice Chancellor



Annexure-2

S.No.	Course Code as per MNRU curriculum	Course Name as per MNRU curriculum	SWAYAM Course Code	SWAYAM Course Name	Student ID	Program/Branch/Specialization	Student Name	Course Duration (in No. of Weeks)	Proposed Date of Final Exam	No. of Credit to be transferred	Mentor
1											
2											
3											
4											

School SPOC

Program Director

Dean

Controller of Examinations



Annexure-3

S.No.	Course Code as per MNRU curriculum	Course Name as per MNRU curriculum	SWAYAM Course Code	SWAYAM Course Name	Student ID	Program/Branch/Specialization	Student Name	IA Marks (25)	Final Exam Marks (75)	Total Marks (100)	Mode of Exam (SWAYAM/Univ)
1											
2											
3											
4											

School SPOC

Program Director

Dean

University MOOCs Coordinator

Controller of Examinations