

# SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

A Deemed to be University  
Tamaka, Kolar, Karnataka.

Declared under Section 3 of the UGC Act, 1956  
vide MHRD, Government of India Notification  
No.F-9-36/2006-U.3 (A) dated 25<sup>th</sup> May 2007



Registrar

Registrar

Sri Devaraj Urs Academy of Higher  
Education and Research  
Tamaka, Kolar - 563 103.

## Value added Course



# SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION & RESEARCH

A DEEMED TO BE UNIVERSITY, (DECLARED UNDER SECTION 3 OF THE UGC ACT, 1956)

TAMAKA, KOLAR 563101, KARNATAKA, INDIA

Name of the Policy/ Guidelines	Value Added Course	
Short Description	The policy provides the outlines the guidelines and procedures for offering value-added courses	
Scope	This policy is applicable to all the faculty and non- teaching staff of the constituent colleges and departments of SDUAHER (Deemed to be University). <input type="checkbox"/>	
Policy status	<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Revised
Date of approval of Version 1	20 November 2023	
Policy No.	SDUAHER/KLR/POLICY/038	
Brief description of last revision	Not Applicable	
Date of approval of current revision	Not Applicable	
Effective date		
Approval Authority	Board of Management	
Responsible officer	Registrar	
Name of the Policy/ Guidelines	Value Added Course	
Details of Revision	Date of Revision	Approved by

### **Policy Statement :**

This policy outlines the guidelines and procedures for offering value-added courses at Sri Devaraj Urs Academy of Higher Education and Research (SDUAHER), Kolar, Karnataka. These courses enhance students' educational experience by providing additional skills and knowledge beyond their core academic curriculum.

### **Definition of Value Added Course :**

Value-added courses offered by Sri Devaraj Urs Academy of Higher Education and Research, Kolar, Karnataka, are designed to complement and enhance the core academic programs. These courses provide students with additional skills, knowledge, and practical experiences contributing to personal and professional development.

### **Course Development and Approval :**

Faculty members or departments interested in developing a value-added course should submit a proposal to the Registrar, SDUAHER, through the respective Head of the departments and Deans of the affiliated colleges.

The proposal should include a course outline, objectives, learning outcomes, and a rationale for its value to students. It should also include the coordinator's name, who will be responsible for the course's design, delivery, assessment, and documentation. The Department and appropriate Board of studies will review the proposal, considering factors such as relevance, feasibility and alignment with the Academy's strategic goals. The Director of Academics will assign a unique course code and will be included in the Academy's course list upon approval.

### **Eligibility and Enrolment:**

Value-added courses are open to all SDUAHER, Kolar enrolled students, subject to prerequisites, availability, and capacity limitations. Priority may be given to students based on factors such as academic standing, program requirements, and availability of slots.

The course coordinator shall communicate information about value-added courses with the Brochure through official channels and Learning Management System (LMS)

### **Curriculum and Course Delivery :**

Value-added courses should be designed to provide practical and experiential learning opportunities that align with the stated learning outcomes.

The curriculum should be developed by qualified faculty members with expertise in the subject area, ensuring its relevance and applicability to students' future careers or interests.

The minimum course duration should be 30 hours (two credits).

The course coordinator should determine the mode of delivery (in-person, online, or hybrid) based on the course requirements, faculty availability, and student preferences, which should be mentioned in the Brochure.

The Academy will provide adequate resources, including instructional materials, technology, and facilities, to support the effective delivery of value-added courses.

### **Attendance Assessment and Grading:**

Value-added courses should have clearly defined attendance ( $\geq 80\%$ ) assessment criteria ( $\geq 50\%$ ), and grading mechanisms, ensuring fair and consistent evaluation of student performance.

Faculty members responsible for conducting the value-added courses should provide regular feedback to students on their progress and offer opportunities for improvement.

The Assessment strategies that will be adopted should be clearly mentioned in Brochure.

The assessment strategies may include:

- 1) Multiple choice questions;
- 2) Short answer questions;
- 3) essay-type questions;
- 4) Peer review exercises;
- 5) Self-assessments or any.

**Certification of value-added course:**

- A certificate of completion will be issued to the students on successful completion of a value-added course.
- The certificate should indicate the course name, code and the credits earned.
- The Coordinators will ensure additional documentation of such certificates issued to the students

**Review and Evaluation:**

The coordinators of the course shall obtain periodical feedback from students, faculty regarding the effectiveness and relevance of value-added courses

Evaluation mechanisms, such as surveys or focus groups, should be employed to gather feedback and suggestions for improvement.

Based on the review and evaluation of the feedback, the coordinators/departments may revise, update, or discontinue value-added courses to ensure their continued value and alignment with students' needs.

**Policy Dissemination:**

The policy will be disseminated to all relevant stakeholders, including faculty, students, academic departments, and administrative staff.

The policy will be readily available on the Academy's official website.