



## INTERNAL QUALITY ASSURANCE CELL

### STUDENT CHARTER

Students are important stakeholders in the higher education system and have a unique role to play in maintaining high standards and ensuring quality education in the University as responsible human beings. The students have the right to quality education and it is the prime responsibility of the University to provide quality educational environment and experience to the learners. The students have to be aware of their rights and responsibilities and this will help the University to impart quality education to the learners in a better way.

Student charter is a document /an instrument that defines and confers rights, responsibilities and privileges of students in the University with the aim of achieving excellence in pursuit of education and research through quality assurance.

With this spirit of coming together of the University and its stake holders, Internal Quality Assurance Cell (IQAC) of Himachal Pradesh University has prepared this 'Student Charter' that enunciates responsibilities of the University towards students and students' responsibilities of learning with the aim to enhance and sustain the quality education in the University, with the hope that this Charter will bring more transparency, openness, spirit of learning, acquiring and creating knowledge.

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### A: UNIVERSITY'S RESPONSIBILITIES TOWARDS STUDENTS

#### The Himachal Pradesh University shall:

1. Value social justice, equality and ethical practices for producing globally responsible citizens.
2. Provide safe, clean and healthy University atmosphere to all the stake holders.
3. Promote overall healthy practices in both academics and administration and their adoption by all the stakeholders of the Himachal Pradesh University.
4. Make its students aware of mission, vision, goals, study programs, delivery means and assessment objectives at the time of admission, student induction and counseling for various programs. This information will be included in the prospectus, other student related brochures and documents and also hosted on the website of the University.
5. Provide free access to every kind of information about University Statutes, Ordinances, Acts, regulations, policies, procedures, curricula and others as in force from time to time.
6. Provide clear-cut and complete/ up-dated information to the students about admission procedures, fee structure, refund policies, scholarships, awards, financial aids, other support systems and also requirements for completion of various study programs.
7. Follow student focused/centric approach towards learning and provision of efficient and timely student services.
8. Provide all possible opportunities for engaging in discovery, creation, refinement, dissemination and preservation of knowledge.
9. Offer need based academic courses, skill improvements and training programs keeping in view the goals and perspectives of the University and expectations of the society.
10. Present a wide range of study programs at various levels with adequate flexibility.



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11. Develop and implement an effective, reliable and valid mechanism for students' assessment, grading, examination and certification based on merit.
12. Design and implement a well conceived plan for monitoring student progress in their study program and provide necessary feedback and arrange remedial courses wherever possible for better training and skill improvement of the students in interdisciplinary learning programs.
13. Provide opportunities to get impartial/unbiased/factual feedback for the overall growth, up-liftment and improvement of the University.
14. Recognize the intellectual property rights of the students work.
15. Ensure intellectual independence, freedom of enquiry and spirit of scientific temper.
16. Ensure impartial feedback at every stage of program delivery, review and redesign of course curricula and study programs if and when necessary from the stakeholders of University.
17. Identify and undertake teaching, research and extension activities and programs keeping in view the ideals of higher education and their role in national development and integration and network nationally and globally with such communities which can help promote such ideals.
18. Provide appropriate opportunities to all the stake holders to participate in such activities which can ensure reaching out to communities/ masses for extension activities such as socio-economic and environmental sustainability and monitoring the outcomes.
19. Provide academic, professional and personal counseling.
20. Strive to motivate dynamic and innovative growth of the learners to achieve academic excellence.
21. Be empathetic to the concerns of students and other stake-holders.
22. Treat students with respect, tolerance and help them pursue their academic goals without fear or intimidation.



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23. Provide all possible opportunities to engage with inclusive, accessible and effective teaching and professional practices.
24. Ensure that University staff (both teaching and non-teaching) interacts with students with utmost honesty, integrity, politely and in a timely manner.

### B: STUDENTS RESPONSIBILITIES TOWARDS UNIVERSITY

#### The Every Student shall:

1. Understand, appreciate and follow the University's Vision, Mission, goals of various study programs, delivery means and assessment objectives, and contribute to the realization of the same by sincerely and actively participating in the relevant institutional activities.
2. Strictly follow the University Calendar, time schedules, norms, ordinances/rules, acts, and regulations of the various services provided by the University and actively and positively participate in teaching, learning, professional, extra-curricular, and other research and developmental activities.
3. Have a clear and adequate knowledge of various study programs, admission policy, program completion requirements, assessment mechanisms and other student services of the University.
4. Have faith and ability to carry on lifelong learning and support the University in all its academic pursuits as worthy alumni.
5. Abide by the decisions of the University as decided by the various statutory bodies of the University or the executive authorities of the University from time to time.
6. Undertake regular and intense study of the various learning materials concerning their study program.
7. Make optimum use of the learning resources available in the Department /Institute Centre/School and the University.
8. Actively participate in academically enriching programs such as seminars, workshops, debates, projects, extension activities, training programmes and other curricular, co-curricular, and extra-curricular institutional activities.



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9. Participate in the continuous internal assessment process and annual/ semester examinations.
10. Provide solicited and unsolicited unbiased/honest feedback for improvement of the system for the up-liftment of the standards of the University.
11. Provide an unbiased/honest feedback through various questionnaires circulated from time to time for improving the quality of courses, content delivery, research and others issues.
12. Recognize the intellectual property rights of the work that others produce individually or collaboratively and not indulge in plagiarism.
13. Contribute to the organizational and cultural life of University.
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15. Participate in various extension activities from time to time e.g. protection of environment, cleanliness, literacy programs and reaching out to communities for equity, access, inclusiveness, sustainability and other relevant issues.
16. Respect the property and physical infrastructure of University and shun all such acts which may lead to damage to the property and breakdown of the basic services for the effective academic pursuits of the University.
17. Follow moral and constitutional values as enshrined in our multidimensional culture and Constitution of India.
18. Respect and celebrate the diversity of ideas, multiculturalism and inclusiveness without any preconceived notions of caste, creed and religion.
19. Abstain from any activity leading to violence, unhealthy atmosphere e.g. drugs, alcohol, intoxicants, ragging and other unhealthy practices.

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