



**Deccan Education Society's  
Fergusson College (Autonomous), Pune  
Internal Quality Assurance Cell**

**Credit Transfer Policy for Skill Development**

**Purpose**

The College has entered into formal MoUs with few Institutes/ External Agencies working in various areas of skill development of students. In this regard, some courses like Personal Effectiveness for Professional Development is being conducted in collaboration with Swasti Institute for Learning and Development Pvt Ltd., Pune, or other such Institutes. The students of our college who enroll and successfully complete the course (skill development) would benefit if the credits earned by the student are allowed and counted in lieu of credits allocated for skill development in the regular curriculum for post graduate course structure. The addition of these courses in the present list of skill development courses shall give the students a wider range of subjects to learn from and apply to their lives.

**Objectives**

1. Develop a policy for consideration of credits for skill development for post graduate programmes.
2. This will enhance collaborative efforts for student training and exchange.
3. Students will get an opportunity to undertake training at other institutions.

**Policy**

The policy aims at providing skill-based training and promote skill development amongst students at other centres/ institutions which the department has identified. The hours spent by the student at the other institution will be considered for skill development credits in the academic program which the student is undertaking.

## **General Guidelines**


1. Skill Development Courses can be conducted in collaboration with external agencies, only after final approval of MoU by the Legal Section of Deccan Education Society and Governing Body or after signing the Letter of Intent (LoI) by the College and other agency.
2. The number of credits assigned for such course should be same as per our post graduate credit structure.
3. For a course to be considered in lieu of the skill development course being offered by the department it should be at least two credit courses focusing on skills relevant to employability, core discipline skill enhancement or skills pertaining to entrepreneurship.
4. The College/Department will appoint a Teacher Coordinator/ Moderator for coordinating the teaching activities with the external agency.

## **Implementation procedure**

1. The Departments shall select the skill development courses to be permitted for credit transfer for their students.
2. The Head of the Department and the Course Coordinator are responsible to select the courses every semester suitable for their students with respect to employability, core discipline skill enhancement or skills pertaining to entrepreneurship.
3. The Departments through their Board of Studies should approve the shortlisted courses and approve them before 2 months of the commencement of the semester. The same list provided by the department/Board of studies will be kept for approval in the Academic council (As per UGC Regulations). The same list approved by the Academic Council will be communicated to the University.
4. The Course Coordinator/facilitator should notify the list of student's enrolments along with course name to the Examination Section.
5. The department should widely disseminate information about selected courses and motivate the students through faculty members, notice boards, student forums, workshops, and college website etc.
6. The department shall incorporate the marks/grades communicated by the course coordinator under the course title Skill development, clearly stating the course title and the assigned code.

*The Principal reserves right to make necessary amendments as and when required as per UGC/University Guidelines and as recommended by the Academic Council and Governing Body.*



  
**Dr. Ravindrasing Pardeshi**  
**Principal**