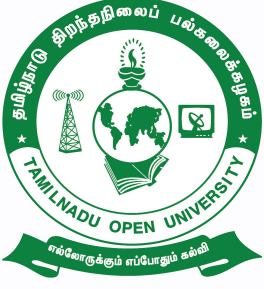


TAMIL NADU OPEN UNIVERSITY



TNOU Credit Transfer / Exemption Policy, 2022



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்

TAMIL NADU OPEN UNIVERSITY

(A State Open University Established by Government of Tamil Nadu; Recognized by UGC & DEB;
Member in Asian Association of Open Universities, and Association of Commonwealth Universities)

577-Anna Salai, Saidapet, Chennai - 600 015.

TNOU Credit Transfer /Exemption Policy, 2022

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TNOU Credit Transfer /Exemption Policy, 2022

1. Preamble

The Credit Transfer/ Exemption Policy of Tamil Nadu Open University applies to all the registered learners to facilitate the transferability of academic credits earned between programmes and educational institutions and to gain admission into TNOU for the purpose of completing their degree programmes that are comparable to or disciplinary related to those programmes offered by TNOU.

2. Short Title, Application and Commencement

2.1. These regulations shall be called as the 'Tamil Nadu Open University's Credit Transfer / Exemption Policy, 2022'.

2.2. They shall apply to the learners who sought for admission into TNOU programmes under the credit transfer/exemption scheme.

2.3. These regulations shall come into force from 27.01.2022.

3. Definition of the Key Terms

3.1. 'Course' shall mean a paper which is taught for at least one semester as a part of a subject.

3.2. "Credit"

3.3. "Credit Transfer" refers to the practise of enabling a learner who is enrolled at any recognised Institutions/University to gain admission into TNOU for the purpose of completing any degree programmes that are comparable to or related to those offered by TNOU on the basis of credits obtained by the learner from his/her parent institutions/university. A learner who is granted admission in this manner is exempt from having to take TNOU examinations relating to such courses or papers, which are judged to be equivalent to one another and for which suitable credits would be deemed to have been gained.

3.4. "Credit Exemption" refers to the practise of enabling a learner who has obtained required equivalent credits from the degrees/diplomas awarded by any recognised Institutions/University. A learner who is granted admission in this

manner is exempt from having to take TNOU examinations relating to such courses or papers, which are judged to be equivalent to one another and for which suitable credits would be deemed to have been gained.

3.5. 'MOOCs': Massive Open Online Courses (MOOCs) are such online courses which are developed as per the pedagogy stated herein; following the four-quadrant approach and made available on the SWAYAM platform of Government of India.

3.6. 'Subject' shall mean a discipline (e.g., Psychology) taught in an educational institution consisting of specific courses, resulting in awarding of a certificate/diploma/degree.

3.7. "Parent Institution"

3.8. "SWAYAM"

4. Objectives of Credit Transfer/Exemption

4.1. To allow the learners to study what they prefer as per their choice/ interest;

4.2. To reduce the wastage and stagnation at the higher education level;

4.3. To increase the academic flexibility among the learners at the higher education level;

4.4. To help the establishment of global standard higher education system by incorporating inter-disciplinary, intra-disciplinary courses, skill-oriented courses.

4.5. To utilise the credits already earned by the learners and motivate them to get out of the University successfully with degrees;

4.6. To ensure the learners be successful in whatever level they may be placed.

5. Category of Credit Transfer/Exemption

5.1. The learners successfully completed their First and/or Second Year of Under Graduation Programmes at any UGC recognised Institutions/University as equivalent to Foreign HEIs/Universities, who wish to continue their studies in the Second / Third Year of the Under Graduation Programme of TNOU.

5.2. The learners successfully completed their First Year of Post-Graduation Programmes at any UGC recognised Institutions/University as equivalent thereto

or Foreign HEIs/Universities, who wish to continue their studies in the Second Year of the Post-Graduation Programme of TNOU.

5.3. The learners successfully completed any one of the MOOCs offered in the SWAYAM / MOOCs before or after enrolling into the TNOU programmes.

5.4. The credit transfer/exemption system may be divided into two categories: External and Internal Credit Transfer/Exemption.

5.4.1. The learners completed their courses from any other recognised Institutions/Universities are comes under the External Credit Transfer/Exemption System.

5.4.2. The learners completed their courses in the TNOU are comes under the External Credit Transfer/Exemption System.

6. External Credit Transfer/Exemption System

6.1. Credit Transfer/Credit Exemption shall be considered provided the institutions in which the learners have studied earlier practice the system of course credits. In all other cases, subject equivalence shall be considered for course exemption.

6.2. Credit Transfer/Credit Exemption shall be considered only when the content of the course(s) for which it is sought is identical a minimum of 70 percent to that of TNOU.

6.3. Credit Transfer/Credit Exemption shall be considered only on the basis of individual courses/papers and not on the basis of year-to-year courses/papers/subjects.

6.4. Credit Transfer/Credit Exemption shall not be considered for course(s)/paper(s) for which candidates have already been awarded a Degree/Diploma/Certificate.

6.5. Credit Transfer/Credit Exemption of individual courses shall be considered, provided credit transfer or credit exemption of one or two courses will not lead to the claim of awarded of a Degree/Certificate from the TNOU.

6.6. Credit Transfer/Credit Exemption shall be considered only for fifty percent of the total credit of the respective programme and the respective learner has to learn other course(s)/paper(s) which are falling under fifty percent of the respective programme only from the TNOU syllabi for awarding of a Degree/Certificate.

6.7. Credit Transfer/Credit Exemption shall not be considered, if the maximum marks prescribed for a course in the previous institutions are 100 marks.

7. Internal Credit Transfer/Exemption System

7.1. If the old batch learner of TNOU who have not completed their programme within the stipulated time approaching for credit transfer/exemption in the respective programme again, he/she may be permitted for the full credit transfer would be allowed in case of the syllabus and methodology now in vogue are similar to that governing the learner under the old enrolment.

7.2. Under any circumstances learners will not be allowed to opt for more than the maximum prescribed credits of 36 for a given academic year in the respective programme.

7.3. For the award of a Degree from the TNOU, a student shall be required to successfully complete not less than five courses/papers during post-credit transfer or credit/course/paper exemption.

7.4. Learner seeks credit transfer for changing of elective/specialisation, must surrender the credit already earned for such earlier elective/specialisation being in offer.

8. Credit Transfer/Exemption of SWAYAM/Massive Open Online Courses (MOOCs)

8.1. As per University Grants Commission (Credit Framework for Online Learning Courses through SWAYAM) Regulations, 2016, TNOU 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).

8.2. The list of courses to be consider for transfer of credits which are available on SWAYAM/MOOCs and decided by the Board of Studies of the concern school offering the Programme and need to be approved by the respective Academic Council and also the Syndicate.

8.3. The University must designate a SWAYAM Coordinator to guide the students throughout the course.

- 8.4. The list of courses considered for Credit Transfer/Exemption 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.
- 8.5. 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 learners for the practical/lab component and incorporate these marks/grades in the overall marksheet of the student.
- 8.6. On receipt of MOOCs completion certificate from SWAYAM / MOOCs, the University is required to give equivalent credit weightage as specified by the UGC from time-to-time for the credits earned through SWAYAM.

9. Credit Transfer/Exemption for the Language Subjects

- 9.1. In case the syllabus is in other languages (except Tamil or English), it should be translated into English and that must be attested by the respective Principal/HoD/Registrar of the parental Institution. Otherwise, the application of the learner will not be considered.
- 9.2. If the candidate studied the earlier courses in languages other than Tamil/English, those candidates cannot be given certificates mentioning medium of instructions while opting for credit transfer/credit exemption.
- 9.3. The candidate who studied earlier the first language other than Tamil, can opt the same language if it is offered in TNOU.

10. Credit Transfer/Exemption for Grading System

- 10.1. Learners granted with year and credit exemption or credit transfer shall be eligible for classification (into Distinction/First Class/ Second Class) but shall not be considered for the University Ranks.
- 10.2. If the dates of Counselling and/or Practical classes clash by way of merging the left-over courses of first / second year, learners are required to apply for repeat/missed practical(s), in the next cycle/ session, as per university rules.

11. University Credit Transfer/Exemption Committee

- 11.1. There shall be credit transfer/exemption committee that looks into the merit of the application for credit transfer or credit/course exemption on a case-by-case basis and advises the Controller of Examinations accordingly for obtaining the approval from the competent authorities.
- 11.2. The credit transfer/exemption committee shall be constituted by the Vice Chancellor as following:

The Head, SR&ED	Convenor
Head/Director, Concerned School of Study	Member
Director, CIQA	Member
Director, CCD	Member
One Subject Expert (Internal/External)	Member
Director, Admissions	Coordinator

- 11.3. The committee shall invite the faculty member in the field of study for which credit transfer or credit/course/paper exemption is sought, if required.
- 11.4. If a particular subject does not have a full-time faculty member within the University, a qualified subject expert from outside shall be invited by the committee. He/she is eligible to get the TA and DA as per the TNOU norms.
- 11.5. The committee shall meet as and when required.

12. Procedures of Credit Transfer/ Credit Exemption

- 12.1. The marks scored by the learners in the previous institutions in the transferred/exempted courses/credits shall be incorporated in the statement of marks issued by the TNOU with due indication to that effect.
- 12.2. If details of internal marks scored in the subject concerned in the previous institutions are not available, external marks scored by the candidate shall be

shown in the total marks secured column and the Internal Assessment column in the Marks Sheet for such courses shall be left blank.

- 12.3. If Grades provided, instead of Marks have been awarded by the previous institution, the average of the range of marks assigned to the Grade secured by the candidates shall be taken as Marks obtained by the candidates. The Student Registration and Evaluation Division (SR&ED) shall arrange for such conversion from Grade to Marks.
- 12.4. The mark statement given to the learners who secured credit transfer/exemption will be specifically indicate the credits earned in TNOU and credit earned from other accredited institutions.
- 12.5. On the basis of the clauses above, the Examination Wing should award the marks to those learners, whose request for credit transfer/exemption is approved by the committee.
- 12.6. The Examination Wing should obtain the approval for the award of such marks from the competent authorities before results are published and/or mark statements released.

13. Fees and Applying Method for the Credit Transfer/Exemption

- 13.1. In cases where Credit Transfer or Credit/Course exemption is considered, the Course/Paper fee shall be payable by the learner on a pro rata basis for the exempted papers also as per the approval of the competent authorities of TNOU.
- 13.2. Learners seeking Credit Transfer/ Exemption should apply along with the attested copy of mark sheets and copies of curriculum with syllabus of such courses opted by the applicant, in the prescribed proforma with specified fee at the University website www.tnou.ac.in
- 13.3. Learners who seek admission through credit transfer/exemption mode, shall apply to the Admission Section of TNOU.
- 13.4. The admission committee may transfer the application, if required, to the credit transfer/exemption committee for finalisation of credit transfer/exemption procedures.

- 13.5. The availability of Credit Transfer/Exemption system may be incorporated in the University prospectus in order to create awareness among the learners.
- 13.6. Nothing contained in the Credit Transfer/Exemption Policy shall restrict the University from modifying Policy of Credit Transfer/Exemption from time to time.



TNOU
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