

**SUBMISSION OF INFORMATION TO UGC IN THE
PROFORMA FOR STATE PRIVATE UNIVERSITIES FOR
ASCERTAINING THEIR NORMS AND STANDARDS**

Submitted by



SEACOM SKILLS UNIVERSITY

[Established by Act VI of 2014 Govt. of West Bengal and empowered u/s 22 of UGC Act]

**Vill-Kendradangal, P.O- Sattore, P.S- Panrui,
District- Birbhum, West Bengal, Pin: 731236, India**

APRIL, 2026



ज्ञान-विज्ञान विमुक्तये

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110 002

*Proforma for submission of information by State Private Universities for
ascertaining their norms and standards*

A. Legal Status

1.1	Name and Address of the University	Seacom Skills University Vill-Kendradangal, P.O- Sattore, P.S- Panrui, District- Birbhum, West Bengal, Pin: 731236, India
1.2	Head Quarter of University	Seacom Skills University Vill-Kendradangal, P.O- Sattore, P.S- Panrui, District- Birbhum, West Bengal, Pin: 731236, India
1.3	Information About University	
	a. Website	https://www.seacomskillsuniversity.ac.in
	b. E mail	registrar@seacomskillsuniversity.org
	c. Phone	Office of the Registrar: 03463-296 223
	d. Fax	NA
Information about Authorities of the University		
a	Ph. (including mobile), Fax Nos. and e-mail of Chancellor	Mrs. Sumita Chakraborty Ph: +91- 9903137933 Email: seacom@seacomgroups.com
b	Ph. (including mobile), Fax Nos. and e- mail of Vice-Chancellor	Prof. (Dr.) Prabir Mukhopadhyay Ph: 03463-296 225, Mo: +91- 9474146045 Email: yc@seacomskillsuniversity.org
c	Ph. (including mobile), Fax Nos. and e- mail of Registrar	Dr. Nirmalya Ghosh Ph: 03463-296 223, Mo: +91- 8013844637 Email: registrar@seacomskillsuniversity.org
d	Ph. (including mobile), Fax Nos. and e- mail of Finance Officer	Mr. Hruday Ballav Behera Ph: 03463-296 222, Mo: +91- 9432428663 Email: fo@seacomskillsuniversity.org
1.4	Date of Establishment	11 th April 2014 <i>(Private University established vide Official Gazette Notification no. WB(Part-III)/2014/SAR-14 Dated on THURSDAY APRIL 10. 2014</i>
1.5	Name of the Society / Trust	Seacom Marine College Trust Trust Deed: (←Click on the word)

	Promoting the University Copy of the registered MoA	
1.6	Composition of the Society (Details to be provided in Appendix – I)	Appendix – I (←Click on the word)

B. Organization Description

2.1	Whether Unitary in nature (as per UGC Regulation)	Yes
2.2	Territorial Jurisdiction of the University as per the Act	State of West Bengal
2.3	Details of any constituent units of the University, if any as mentioned in the Act	No
2.4	Whether any off-campus Centre established? (Details to be provided in Appendix – V)	No
2.5	Whether any off-shore campus established? (Details to be provided in Appendix – VI)	No
2.6	Does University offer a distance education Program?	No
2.7	Whether University has established study Centre(s)? (Details to be provided in Appendix – VII)	No

C. Academic Activities Description

3. Academic Programmes

3.1	Details of the programmes permitted to be offered by Gazette Notification of the State Government and its reference (Details to be provided in Appendix-VIII)	NA
3.2	Current number of academic programmes/ courses offered by the University (Details to be provided in Appendix-IX)	Appendix-IX (←Click on the word)

<p>3.3</p>	<p>Whether approvals of relevant statutory council(s) such as AICTE, BCI, DEC, DCI, INC, MCI, NCTE, PCI, etc. have been taken to:</p> <p>a. Start new courses b. To increase intake</p> <p>If yes please enclose copy of approval and give course wise details in the following format: - (Details to be provided in Appendix-X)</p>	<p>Yes, the University has due approval of the regulatory bodies viz. BCI, PCI, AICTE for running the degree programs in Legal Studies, Pharmacy and Engineering.</p> <p>BCI (←Click on the word) PCI(←Click on the word) AICTE(←Click on the word)</p> <p>Appendix-X (←Click on the word)</p>
<p>3.4</p>	<p>If the University is running courses under distance mode, please provide details about the students enrolled in the following format: - (Details to be provided in Appendix-VII)</p> <p>(Please enclose copy of the course-wise approval of the competent authority)</p>	<p>No</p>
<p>3.5</p>	<p>Temporal plan of academic work in the University</p> <p>Semester system/ Annual system</p>	<p>Semester system as well as annual system as per guideline of the different regulatory bodies for HEIs.</p>
<p>3.6</p>	<p>Whether the University is running any course which is not specified under Section 22 of the UGC Act, 1956? If yes, please give details in the following format: -</p> <p>a. Name of the course(s) b. Since when started c. Whether the University has applied for permission from UGC? (Details to be provided in Appendix-XI)</p>	<p>No</p>

4. Student Enrolment and Student Support

4.1		Number of students enrolled in the University for the current academic year according to regions and countries (Please give separate information for main campus and off-campus/off-shore campus) (2025-26)					
Particulars	Gender/ Total	No. of students from the same State where the University is located	No. of students from other States	No. of NRI students	No. of overseas students excluding NRIs		Grand Total
					Foreign Students	Person of Indian Origin students	
UG	M	1549	105	0	0	0	1654
	F	258	10	0	2	0	270
	T	1807	115	0	2	0	1924
PG	M	382	40	0	4	0	426
	F	145	11	0	1	0	157
	T	527	51	0	5	0	583
M.Phil	M	0	0	0	0	0	0
	F	0	0	0	0	0	0
	T	0	0	0	0	0	0
Ph.D.	M	36	0	0	0	0	36
	F	27	0	0	0	0	27
	T	63	0	0	0	0	63
Diploma	M	124	4	0	0	0	128
	F	22	1	0	0	0	23
	T	146	5	0	0	0	
PG Diploma	M	Nil					
	F						
	T						

Certificate	M	Nil
	F	
	T	
Any Other (Pl. Specify)	M	Nil
	F	
	T	

4.2	Category-wise No. of students	Category	Female	Male	Total
		<u>SC</u>	55	294	349
		<u>ST</u>	11	39	50
		<u>OBC</u>	93	513	606
		<u>PH</u>	0	1	1
		<u>GEN</u>	319	1396	1715
		<u>TOTAL</u>	478	2243	2721

4.3	Details of the two batches of students admitted					
Particulars	Batch 1			Batch 2		
	Year of Entry – (2024-25)			Year of Entry – (2025-26)		
	UG	PG	Total	UG	PG	Total
No. admitted to the programme	3357	594	3951	1923	615	2538
No. of Drop-outs						
(a) Within four months of Joining	7	4	11	5	3	8
(b) Afterwards	Nil	Nil	Nil	Nil	Nil	Nil

No. appeared for the final year examination	630	507	1137	NA	NA	NA
No. passed in the final exam	630	507	1137	NA	NA	NA
No. passed in first class	623	507	1130	NA	NA	NA

4.4	Does the University provide bridge/remedial courses to the educationally disadvantaged students? If yes, please give details	<p style="text-align: center;">Yes</p> <p>Academic Support and Bridge Programmes at Seacom Skills University</p> <p>1. Identification of Students Requiring Academic Support: The University systematically identifies students who require additional academic assistance from the admitted cohort.</p> <p>Identification is carried out through various evaluation mechanisms.</p> <p>2. Pre-Semester Bridge Programmes: Bridge programmes are conducted prior to the commencement of each semester.</p> <p>Duration: Two to four weeks. Remedial instruction is organized by the concerned faculty members.</p> <p>3. Continuous Academic Monitoring: The academic progress of identified students is continuously monitored.</p> <p>Special focus is given to conceptual understanding in core subjects such as: Physics, Chemistry, Mathematics, Other discipline-specific courses</p> <p>4. Support for Educationally Disadvantaged Students: Structured bridge and remedial programmes are offered to students from rural and disadvantaged educational backgrounds. Support begins from the first semester.</p> <p>5. Focus areas include: Communication skills Language proficiency Presentation skills Overall personality development.</p> <p>6. Bridge Programme for MCA Students: Students admitted to the MCA programme who have not studied Mathematics at the undergraduate level, or come from a Humanities background are required to complete a prescribed bridge programme.</p> <p>Structure of MCA Bridge Programme Duration: Two semesters.</p>
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		<p>Includes foundational papers in: Computer Applications, Computer Science</p> <p>First Semester Requirement: Minimum eight-week online course covering fundamentals of: Computer Science Computer Applications Information Technology</p> <p>Second Semester Requirement: Minimum eight-week online course focusing on: Software Engineering Systems Analysis and Design Business Systems Applications Related disciplines</p>
4.5	Does the University provide any financial help to the students from socially disadvantaged group? If yes, please give details	<p style="text-align: center;">Yes.</p> <p>The University provides financial assistance to students from socially disadvantaged groups through fee concessions and by facilitating access to various State and National scholarship schemes. Eligible students are guided and supported to apply for scholarships such as the National Scholarship Portal (NSP), Aikyashree Scholarship, Swami Vivekananda Scholarship, Kanyashree (K2 & K3), OASIS Scholarship, and Nabanna Scholarship.</p>
4.6	In case the University is running M. Phil /Ph.D. programme, whether it is full time or part time and whether these programmes are run as per UGC Regulations,2009 on M. Phill /Ph.D.	<p>Ph.D. Programmes: Yes, Seacom Skills University offers Ph.D. programmes in full-time mode. These programmes adhere to the earlier provisions of the UGC regulations, including requirements related to duration and mode of study, and the overall structure is broadly aligned with the UGC 2009 norms and amended thereafter till UGC 2022 norms.</p> <p>M.Phil. Programme: NA</p> <p>Regulatory Compliance: The Ph.D. programmes at Seacom Skills University are structured and administered in accordance with the University Grants Commission (UGC) Regulations, 2016 and 2022, ensuring adherence to prescribed academic standards and quality benchmarks.</p>
4.7	Whether the University have a website? If yes please give website address and whether the website is regularly updated?	<p style="text-align: center;">Yes</p> <p>The University maintains an official website, which is regularly updated. The web address is: https://www.seacomskillsuniversity.ac.in</p>

4.8	How are the prospective students informed about the criteria for admission, rules & regulations, facilities available, etc?	Details regarding admission criteria, fee structure, and available facilities are published on the University's website and included in the prospectus and admission brochure for prospective students.
4.9	Whether any grievance redressal mechanism is available in the University? If yes, please provide details about the complaints received against malpractices, etc in the University in the following format: - (Details to be provided in Appendix-XII)	Yes , Seacom Skills University has established a grievance redressal mechanism through its Student Grievance Redressal Committee (SGRC), which includes an ombudsperson, faculty members, and student representatives. The University also provides a platform for students to formally submit their grievances. Literally No genuine grievance has received by the University from the student front.

5. Curriculum, Teaching Learning Process/Method, Examination/Evaluation System

5.1	Which University body finalized the curriculum? The composition of the body may be given. (Board of Studies, Academic Council, Board of Management)	Academic Council of the University <u>Composition of the Academic Council</u> (Click on the word)
5.2	What are the Rules/regulations/procedure for revision of the curriculum and when was the curriculum last updated?	Curriculum Revision Policy at Seacom Skills University The University follows a structured and well-defined curriculum revision policy to ensure academic relevance, quality, and alignment with industry and regulatory standards. 1. Needs Analysis & Stakeholder Feedback Curriculum revision is initiated based on: Demand analysis Emerging academic and industry trends Feedback from key stakeholders Stakeholders include: Faculty members, Students, Alumni, Industry experts, Advisory Boards 2. Design & Development Proposed revisions are drafted by, Concerned Academic Departments, Faculty Council. Inputs are incorporated from internal faculty members and subject experts. 3. Approval Workflow

		<p>The Faculty Council reviews and recommends the proposed revisions. The recommendations are forwarded to the Academic Council for final consideration and approval. Implementation is carried out as per the procedures outlined in the University’s Academic Planning Manual.</p> <p>4. Course Code Assignment</p> <p>Each course is assigned a unique course code. This ensures systematic identification, documentation, and efficient academic administration.</p> <p>5. Review Frequency</p> <p>The curriculum is reviewed and updated annually. The process ensures continued relevance and alignment with evolving educational and industry standards.</p> <p>Most Recent Update:</p> <p>The most recent comprehensive curriculum revision was approved in the Academic Council meeting held on 23rd July, 2025.</p>
5.3	<p>Whether approval of statutory bodies such as Board of Studies, Academic Council and Board of Management of the University has been taken to start various courses? If yes, please enclose extracts of the minutes.</p>	<p>Yes, approvals from the statutory bodies including the Faculty Council, Academic Council (AC), and Governing Body Board of Management have been obtained for the commencement of various programmes at Seacom Skills University. In accordance with the Examination Regulations 2025–26, the course work, curriculum design, evaluation methods, and assessment frameworks are explicitly structured to align with the guidelines and decisions of these statutory bodies.</p> <p>Minutes of the meetings (←Click on the word)</p>
5.4	<p>Furnish details of the following aspects of curriculum design:</p> <p>Innovation such as modular curricula Inter/multidisciplinary approach</p>	<p>According to the Examination Regulations 2025–26 of Seacom Skills University, the curriculum design incorporates several innovative and forward-looking elements:</p> <p>Modular Curriculum Structure: The curriculum is organized within a flexible and structured framework, allowing students to register for specific courses each semester. This modular approach enables learners to progress at an individualized pace while fulfilling credit and academic requirements, including registration for summer terms, repeat courses, and supplementary examinations.</p>

		<p>Interdisciplinary and Multidisciplinary Approach: The curriculum integrates diverse learning activities such as quizzes, assignments, seminars, projects, paper presentations, and practical exercises, promoting cross-functional learning. The evaluation system combines formative and summative assessments, emphasizing application, analysis, and creativity in alignment with Bloom's Taxonomy, thereby fostering an interdisciplinary perspective.</p> <p>Research and Ph.D. Programme Design: Ph.D. coursework encompasses seminar presentations, conference papers, and research-based assignments, facilitating multidisciplinary engagement with both theoretical knowledge and practical application.</p>
5.5	Has the University conducted an academic audit? If yes, please give details regarding frequency and its usage.	<p style="text-align: center;">Yes</p> <p>At Seacom Skills University, the Internal Quality Assurance Cell (IQAC)</p> <p>Continuous Internal Monitoring: The IQAC ensures the implementation of key procedures such as enforcing minimum attendance requirements, maintaining transparency in student evaluation, and conducting remedial classes for students with attendance shortfalls.</p> <p>Course File Review & Result Analysis: Faculty members are required to conduct continuous evaluation of students, maintain comprehensive course files, and discuss academic performance with students. Evaluated answer scripts are shared with students, and class-level performance is reviewed in detail to support learning outcomes.</p> <p>Use of Feedback: Student feedback on courses and teaching methodologies is systematically collected, documented, and used to enhance academic quality, forming a critical component of internal academic auditing.</p> <p>Frequency of Review: Semester (Six-month time period) is considered as the unit for academic audit for any course under each degree program run in the University.</p>
5.6	Apart from classroom instruction, what are the other avenues of learning provided for the students?	At Seacom Skills University , in addition to traditional classroom instruction, students are provided with a variety of experiential and participatory learning opportunities to enhance both

	<p>(Example: Projects, Internships, Field training, Seminars, etc.)</p>	<p>academic and professional development. These include:</p> <p>1.Projects: The curriculum incorporates both individual and group projects, encouraging research, innovation, and the practical application of theoretical concepts to real-world challenges.</p> <p>2.Internships: Students are required to complete internships with industries, startups, NGOs, and research organizations, gaining hands-on experience and exposure to professional environments.</p> <p>3.Field Training and Industry Visits: Regular field visits and industrial training sessions are organized to familiarize students with practical work settings and operational processes.</p> <p>4.Seminars and Guest Lectures: Experts from academia and industry are invited to deliver sessions on contemporary topics, enriching students' learning beyond the standard syllabus.</p> <p>5.Workshops and Skill Labs: Practical workshops and technical laboratories facilitate skill development in areas such as coding, design thinking, communication, and business analytics.</p> <p>6.Online Learning Platforms: Students are encouraged to utilize MOOCs, NPTEL, and other e-learning portals to support self-paced, independent learning.</p> <p>7.Student Clubs and Competitions: Co-curricular clubs organize events, debates, hackathons, and case competitions to foster leadership, teamwork, and creative problem-solving skills.</p> <p>8.Capstone Projects: Final-year students undertake capstone projects that integrate their learning in a comprehensive manner, often in collaboration with industry partners.</p>
5.7	<p>Please provide details of the examination system (Whether examination based or practical based)</p>	<p style="text-align: center;"><u>Examination Rules</u> (Click on the word)</p>

5.8	What methods of evaluation of answer scripts does the University follow? Whether external experts are invited for evaluation?	Internal evaluation of answer scripts for theory papers. However, internal as well as external evaluation system is in vogue for practical examination.
5.9	Mention the number of malpractice cases reported during the last 3 years and how they are dealt with.	<ul style="list-style-type: none"> ● One student of MBA final semester was booked as 'RA' by the Vigilance Squad on 23.05.2025. As a result her 03 subjects i.e. 'MBAMM401-B', 'MBAMM401-C' & 'MBAFM402-A' were cancelled. ● One case of impersonation was reported by the invigilators while taking attendance. Mr. Babai Biswas is trying to sit in the examination in place of his brother who is studying in B.Tech. (CE) Lat. 4th semester Name: Bappa Biswas, bearing Registration no. 24222120020235, Roll no. 2221200224091. Immediately the said examination was cancelled in presence of Registrar, Security In-charge and COE. <p>The guardians of the student have been informed of this matter and asked to come to the University for undertaking.</p>
5.10	Does the University have a continuous internal evaluation system?	Yes
5.11	How are the question papers set to ensure the achievement of the course objectives?	Question Papers are prepared by external paper setters as far as practicable following C.O & P.O.
5.12	State the policy of the University for the constitution of board of question paper setters, board of examiners and invigilators.	<ul style="list-style-type: none"> ● A panel of question paper setters (both internal & external) is received from the Principals/HODs of the respective Schools/Departments, wherein three names are proposed for each subject. ● All answer scripts are sent to the Principals/HODs of the concerned Schools/Departments after the completion of the examinations. Thereafter, the answer scripts are handed over to the internal examiners for evaluation. <p>Invigilators are deputed in a random manner by the Controller of Examinations.</p>
5.13	How regular and time-bound are the conduct of examinations and announcement of results? Substantiate with details of	

<p>dates of examinations and announcement of results for the last 3 years. Details to be provided in the following format: -</p>	SL No.	Year	Date of exams	Date of Announcement of results
	1	2024-25 (Odd Sem)	10.12.2024-16.01.2025	10.03.2025
		2024-25 (Even Sem)	01.07.2025-31.07.2025	24.09.2025
	2	2023-24 (Odd Sem)	12.12.2023-27.12.2023	14.03.2024
		2023-24 (Even Sem)	10.07.2024-31.07.2024	28.08.2024
	3	2022-23 (Odd Sem)	09.12.2022-07.01.2023	25.02.2023
		2022-23 (Even Sem)	13.06.2023-23.06.2023	22.08.2023

D. Admission Process

6.1	<p>How are students selected for admission to various courses? Please provide faculty-wise information</p> <p>a. Through special entrance tests</p> <p>b. Through interviews</p>	<p>d. Through combination of the above</p> <p>Admission Process – Seacom Skills University</p> <p>1. General Admission Framework</p> <ul style="list-style-type: none"> • Admissions to various programmes are conducted through a combination of entrance examinations and academic merit.
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	<p>c. Through their academic record</p> <p>d. Through combination of the above</p> <p>Please also provide details about the weightage given to the above</p>	<ul style="list-style-type: none"> ● The process follows University norms and guidelines of State/National regulatory bodies. ● Depending on the programme, admission may involve: <ul style="list-style-type: none"> ○ Entrance examinations ○ Direct admission based on academic performance ● In certain programmes, admission is granted through: <ul style="list-style-type: none"> ○ Direct admission based on academic merit, Subject to eligibility criteria prescribed by the University and regulatory authorities. <p>2. Ph.D. Programmes</p> <p>Admission to Ph.D. programmes is conducted through:</p> <ul style="list-style-type: none"> ○ A Research Eligibility Test (RET) conducted by the University. ○ Followed by a viva voce.
<p>6.2</p>	<p>Whether the University is admitting students from the national level entrance test or state level entrance test? If yes, please provide following details: -</p>	<p style="text-align: center;">Yes</p> <p>The University admits students through both national-level and state-level entrance examinations for various programmes. Admissions to undergraduate and postgraduate programmes are carried out through national-level entrance tests such as JEE and other relevant national examinations, as well as state-level entrance tests including WBJEE followed by centralized counseling as per applicable norms. For Ph.D. programmes, candidates are admitted based on NET/SET qualifications in accordance with UGC regulations and University admission guidelines.</p>
<p>6.3</p>	<p>Whether admission procedure is available on the University website and in the prospectus</p>	<p style="text-align: center;">Yes</p>
<p>6.4</p>	<p>Please provide details of the eligibility criteria for admission in all the courses</p>	<p style="text-align: center;"><u>Eligibility criteria for admission</u> (Click on the word)</p>

6.5	Whether the University is providing any reservation/relaxation in admission? If yes, please provide details in the following format: -	NA
6.6	Whether any management quota is available for admission in the University? If yes, please provide details in the following format: -	No
6.7	What is the admission policy of the University with regard to NRI and overseas students?	The admission policy of the University with regard to NRI and overseas students is framed and implemented strictly in accordance with the guidelines and regulations prescribed by the University Grants Commission (UGC) and as per existing rules and regulations of MEA & MoHA, GOI.

E. Fee Structure

7.1	Present Course-wise fee structure of the University (Please provide head-wise details of total fee charged)	The Course-wise fee structure of the University is enclosed herewith in: Course-wise fee structure (Click on the word)
7.2	Any other fee charged by the University other than the fee displayed in the UGC website (e.g. Building Fee, Development Fee, Fee by any name etc.)	No University does not charge any fee other than displayed on website.
7.3	Whether fee structure is available on the University website and in the prospectus?	Yes
7.4	Whether fee is charged by the University as per fee structure displayed in the University website and in the prospects or some hidden charges are there?	Fee is charged as per fee structure displayed on the University website and in the prospects. There are no hidden charges.
7.5	Mode of Fee Collection	Online Payment method & through Cash Deposit
7.6	Whether University is providing any concession in fee to students? If yes, please provide details.	No
	Details of the Hostel Fee	For Boys: The Hostel Fee

7.7	including mess charges	including the mess charges is Rs.5000/ month (including all) For Girls: Same as Boys' Hostel
7.8	Any Other Fee	No
7.9	Basis of Fee Structure	As per University Norms
7.10	Whether the University has received any complaint with regard to fee charged or fee structure? If yes, please give details about the action taken.	No
7.11	Whether University is providing any scholarship to students? If yes please provide details	No But the University assists the students to get scholarship from various schemes like: National scholarship Portal, Aikyashree Scholarship, Swami Vivekananda Scholarships, Kanyashree (K2 & K3), Oasis Scholarship, Nabanna Scholarship, Jindal Scholarship.

F. Faculty

8.1	Total no. of Sanctioned and filled up posts (Institution wise and Department wise)	<u>Institution wise and Department wise</u> (LC lick on the word)																																					
8.2	Details of teaching staff in the following format (Please provided details – Institution wise and Department-wise) (Details to be provided in Appendix-XIII)																																						
	Dept	Name of the	Designation	Age	Educational Qualifications (whether	Teaching experience in years	Date of	Whether full time or part time	Regular or ad hoc	Scale of Pay	No. of publications																												
<u>Appendix-XIII</u> (←Click on the word)																																							
8.3	Category-wise No. of Teaching Staff					<table border="1"> <thead> <tr> <th>Category</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>SC</td> <td>3</td> <td>7</td> <td>10</td> </tr> <tr> <td>ST</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>OBC</td> <td>7</td> <td>11</td> <td>18</td> </tr> <tr> <td>PH</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>GENERAL</td> <td>44</td> <td>61</td> <td>105</td> </tr> <tr> <td>TOTAL</td> <td>54</td> <td>79</td> <td>133</td> </tr> </tbody> </table>						Category	Female	Male	Total	SC	3	7	10	ST	0	0	0	OBC	7	11	18	PH	0	0	0	GENERAL	44	61	105	TOTAL	54	79	133
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GENERAL	44	61	105																																				
TOTAL	54	79	133																																				
8.4	Details of the permanent and temporary faculty members in the following format																																						

Particulars		Female	Male	Total
Total no. of permanent teachers		48	71	119
No. of teachers with Ph.D. as the highest qualification		12	19	31
No. of teachers with M.Phil as the highest qualification		1	0	1
No. of teachers with PG as the highest qualification		34	52	86
Total no. of temporary teachers		Nil	Nil	Nil
No. of teachers with Ph.D. as the highest qualification		Nil	Nil	Nil
No. of teachers with M.Phil as the highest qualification		Nil	Nil	Nil
No. of teachers with PG as the highest qualification		Nil	Nil	Nil
Total no. of part-time teachers		6	8	14
No. of teachers with Ph.D. as the highest qualification		2	3	5
No. of teachers with M.Phil as the highest qualification		0	0	0
No. of teachers with PG as the highest qualification		4	5	9
Total No. of visiting teachers		0	0	0
8.5	Ratio of full-time teachers to part-time/contract teachers	9:1		
8.6	Process of recruitment of faculty	Following process of Recruitment- Selection is initiated and conducted by the Registrar Office of the University.		

	<p>-Whether advertised? (pl. attach copy of the ad)</p> <p>-Whether the selection committee was constituted as per the UGC Regulation?</p>	<p>Step 01: As per the requisition of faculty members received from the Principals / Dept. HoDs, the advertisement for recruitment and selection of faculty members is published in the newspaper. The photocopy of the Ad is kept in the Registrar Office.</p> <p>Step 02: After seven/ ten days of publication of the advertisement CVs of the applicants are segregated School/ Department and Position wise and sent to the Principal/ HoD of the concerned School / Department for sort listing the CVs primarily.</p> <p>Step 03: Finally C.Vs are screened and approved by the duly constituted Screening Committee. The Screening Committee finalizes the Date & Time and mode of interview.</p> <p>Step 04: Interview Letters are e-mailed and phone calls are made to the finally sort listed candidates from the Registrar Office to attend the interview.</p> <p>Step 05: Interview is conducted by the duly constituted interview panel members including invited external expert. The interview panel is chaired by the Hon’ble Vice Chancellor of the University. Interview Panel consisting of selected candidates is made duly signed by all panel members. The Attendance Sheet of all interviewees present is maintained properly.</p> <p>Step 06: Offer Letter to the selected candidates is e-mailed from the Registrar Office.</p> <p>Step 07: The candidate acknowledges the Offer Letter sent from the Registrar Office and joins the University on the date as mentioned in the Offer Letter with proper formalities by submitting and verification of the requisite documents to the Registrar Office. The candidate receives his / her Appointment Letter issued by the Registrar of the University.</p>
<p>8.7</p>	<p>Does the University follow self-appraisal method to evaluate teachers on teaching, research and work satisfaction? If yes, how is the self-appraisal of teachers analysed and used? Whether: -</p>	<p>Seacom Skills University follows self- appraisal methods of evaluation. A well-designed Self Appraisal Form with API score is used to evaluate the performance of the Teachers during the year.</p>

	Self-Appraisal Evaluation Peer Review Students' evaluation Others (specify)																																																	
8.8	Institution-wise and Department-wise teacher student ratio (only full-time faculty)	<table border="1"> <thead> <tr> <th>School</th> <th>No of students</th> <th>No of Teacher</th> <th>Ratio</th> </tr> </thead> <tbody> <tr> <td>School of Pharmacy</td> <td>220</td> <td>28</td> <td>8:1</td> </tr> <tr> <td>School of Legal Studies</td> <td>432</td> <td>18</td> <td>24:1</td> </tr> <tr> <td>School of Agriculture and Allied Sciences</td> <td>101</td> <td>21</td> <td>5:1</td> </tr> <tr> <td>School of Engineering</td> <td>1478</td> <td>20</td> <td>74:1</td> </tr> <tr> <td>School of Commerce and Management Studies</td> <td>102</td> <td>5</td> <td>26:1</td> </tr> <tr> <td>School of Life Sciences</td> <td>67</td> <td>5</td> <td>13:1</td> </tr> <tr> <td>School of Basic and Applied Science</td> <td>111</td> <td>5</td> <td>18:1</td> </tr> <tr> <td>School of Arts and Humanities</td> <td>111</td> <td>14</td> <td>7:1</td> </tr> <tr> <td>School of Art & Culture</td> <td>10</td> <td>1</td> <td>10:1</td> </tr> <tr> <td>School of Paramedical and Allied Health Sciences</td> <td>26</td> <td>2</td> <td>13:1</td> </tr> <tr> <td></td> <td>2658</td> <td>119</td> <td></td> </tr> </tbody> </table>	School	No of students	No of Teacher	Ratio	School of Pharmacy	220	28	8:1	School of Legal Studies	432	18	24:1	School of Agriculture and Allied Sciences	101	21	5:1	School of Engineering	1478	20	74:1	School of Commerce and Management Studies	102	5	26:1	School of Life Sciences	67	5	13:1	School of Basic and Applied Science	111	5	18:1	School of Arts and Humanities	111	14	7:1	School of Art & Culture	10	1	10:1	School of Paramedical and Allied Health Sciences	26	2	13:1		2658	119	
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8.9	<p>Whether the University is providing UGC Pay Scales to the Permanent Faculty? If yes, please provide the following details: -</p> <p>Scale of Pay with all the allowances</p> <p>Professor –</p> <p>Associate Prof.-</p> <p>Assistant Prof. –</p> <p>Mode of Payment –</p> <p>(Cash/Cheque)</p>	<p style="text-align: center;">Yes</p> <ul style="list-style-type: none"> ● Professor- Rs. 37,400-67,000 + AGP Rs. 10,000 ● Associate Professor- Rs. 37,400-67,000 + AGP Rs. 9,000 ● Assistant Professor- Rs. 15,600-39,100 + AGP Rs. 6,000 <p style="text-align: center;">Mode of Payment – NEFT</p>
8.10	<p>Pay /Remuneration provided to: -</p> <p>Part-Time Faculty –</p> <p>Temporary Faculty</p> <p>Guest Faculty –</p>	<p style="text-align: center;">Monthly Remuneration: Rs. 15,000</p>
8.11	<p>Facilities for teaching staff (Please provide details about Residence, Rooms, Cubical, Computers/Any other)</p>	<p style="text-align: center;">Rooms, Cubicles, Computers, Library & e-Library & Teachers' Common Rooms</p>

G. Infrastructure

9.1	Does the University have sufficient space for Land & Building?	Yes
9.2	Does the University have sufficient class rooms?	Yes

9.3	Laboratories & Equipment (Details to be provided in Appendix-XIV and Appendix-XV)	Appendix-XV (←Click on the word)
a)	Item Description (make and model)	
b)	Location (Department)	
c)	Value (Rs.)	
d)	Present Condition	
e)	Date of Purchase	
9.4	Library	Appendix-XIV (←Click on the word)
a)	Total Space (all Kinds)	
b)	Computer / Communication facilities	
c)	Total no. of Ref. Books (Each Department)	
d)	All Research Journals subscribed on a regular basis	
9.5	Sports Facilities (Details to be provided in Appendix-XVI)	Appendix-XVI (←Click on the word)
a)	Open Play Ground(s) for outdoor sports (Athletics, Football, Hockey, Cricket, etc.)	
b)	Track for Athletics	
c)	Basketball courts	
d)	Squash / Tennis Courts	
e)	Swimming Pool (Size)	
f)	Indoor Sports Facilities including Gymnasium	
g)	Any other	
9.6	Does the University have provision for Residential Accommodation including hostels (boys & girls separately)	Yes, residential accommodation is available; however, it is located off-campus with separate facilities for boys and girls

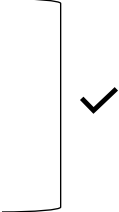
H. Financial Viability

10.1	Details of the Corpus fund created by the University Amount- FDR No. Date – Period -	<ul style="list-style-type: none"> ➤ Accumulated Balance received from Seacom Marine College Trust – Rs 215230449 ➤ Accumulated Surplus from Income & Expenditure a/c from 2015-16 to 2024-25 - Rs 819719670 			
10.2	Financial Position of the University (Please Provide Audited Income and				
		S. No.	Year	Income	Expenditure
		1	2024-25	448,628,738	175277693
	2	2023-24	280376756	167534702	

	expenditure Statement for the last 3 year	3	2022-23	184860313	164019201
		Audited Income and expenditure Statement for the last 3 year (←Click on the word)			
10.3	Source of finance and quantum of funds available for running the university (for last audited year)	Particular		F.Y. 2024-25 (Audited)	
		Fee		445777491	
		Donation		0	
		Loan		31587003	
		Interest		1846860	
		Any Other (Pl. Specify)		0	
		Other income		1004387	
10.4	What is the University's 'unit cost of education'? (Unit Cost = total annual expenditure (budget accruals) divided by the number of students enrolled) Unit cost calculated excluding the salary component may also be given.	The University's 'unit cost of education' is in below:			
		Year	Excluding Salary	Including Salary	
		F.Y. 24-25	25107	34490	

I. Governance System

11. Organization, Governance and Management

11.1	Composition of statutory bodies of the University (please give names, profession & full postal address of the member and date of constitution): Governing Board Academic Council Finance Committee Board of Studies Others (Details to be provided in Appendix- XVII)	Governing Board Academic Council Finance Committee Sports Council	
		Appendix- XVII (←Click on the word)	
11.2	Date of the Meeting of the above bodies held during the last 2 years. (Enclose attested copy of the minutes of the meetings)	Minutes of the meetings (←Click on the word)	
11.3	What percentage of the	The Academic Council is constituted with 11%	

	members of the Board of Studies, or such other academic committees, are external? Enclose the guidelines for BOS or such Other Committees.	<p style="text-align: center;">external members.</p> <p style="text-align: center;">As per Seacom Skills University Statute, 2018</p>
11.4	Are there other strategies to review academic Programs besides the academic council? If yes, give details about what, when and how often are such reviews made?	<p style="text-align: center;">Yes</p> <p>➤ There are emergent review meetings of the academic programmes especially for the implementation of NEP 2020 guidelines in the curriculum and syllabus. New academic regulations are framed for the same and duly approved by the Academic Council. The UG and PG regulations and curriculum were reviewed as given in the following documents.</p> <p>➤ IQAC conducts workshops and lecture sessions to make aware the faculties of the emerging transformations in academics.</p> <p>➤ The Internal Quality Assurance Cell (IQAC) was formed as per SSU Statute, 2018, dated 27/08/2022. It was first amended on 8th June, 2023, and was again reconstituted on 14th March, 2024. Internal Quality Assurance Cell (IQAC) Initiatives: IQAC members attended workshops on IQAC processes including those on NAAC and NIRF. IQAC registered Seacom Skills University in the NAAC portal. IQAC encouraged the use of ICT tools and blended learning methods.</p>

J. Research Profile

12.1	Faculty-wise and Department-wise information to be provided in respect of the following: - ➤ Student Teacher Ratio: ➤ Class Rooms:				
		School	No of students	No of Teacher	Ratio
		School of Commerce and Management Studies	102	7	17:1
		School of Pharmacy	220	29	8:1

		<table border="1"> <tr> <td>School of Legal Studies</td> <td>432</td> <td>18</td> <td>24:1</td> </tr> <tr> <td>School of Agriculture and Allied Sciences</td> <td>101</td> <td>23</td> <td>4:1</td> </tr> <tr> <td>School of Engineering</td> <td>1478</td> <td>20</td> <td>74:1</td> </tr> <tr> <td>School of Life Sciences</td> <td>67</td> <td>7</td> <td>10:1</td> </tr> <tr> <td>School of Basic and Applied Science</td> <td>111</td> <td>8</td> <td>14:1</td> </tr> <tr> <td>School of Arts and Humanities</td> <td>111</td> <td>18</td> <td>6:1</td> </tr> <tr> <td>School of Art & Culture</td> <td>10</td> <td>1</td> <td>10:1</td> </tr> <tr> <td>School of Paramedical and Allied Health Sciences</td> <td>26</td> <td>2</td> <td>13:1</td> </tr> <tr> <td></td> <td>2658</td> <td>133</td> <td></td> </tr> </table> <p>Class Rooms-65</p>	School of Legal Studies	432	18	24:1	School of Agriculture and Allied Sciences	101	23	4:1	School of Engineering	1478	20	74:1	School of Life Sciences	67	7	10:1	School of Basic and Applied Science	111	8	14:1	School of Arts and Humanities	111	18	6:1	School of Art & Culture	10	1	10:1	School of Paramedical and Allied Health Sciences	26	2	13:1		2658	133	
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	<ul style="list-style-type: none"> ➤ Teaching labs ➤ Research labs (Major Equipment's) ➤ Research Scholars (MTech, Ph.D., Post Doctoral Scholars) ➤ Publications in last 3 years (Year-wise list) ➤ No. of Books Published ➤ Patents ➤ Transfer of Technology 	<p style="text-align: center;"><u>Major Equipments</u> (←Click on the word)</p> <table border="1"> <tr> <td>Teaching labs</td> <td>29</td> </tr> <tr> <td>Research labs (Major Equipments)</td> <td>14</td> </tr> <tr> <td>Research Scholars (M.Tech, Ph.D., Post Doctoral Scholars)</td> <td>273</td> </tr> <tr> <td>Publications in last 3 years (Year-wise list)</td> <td>1214</td> </tr> <tr> <td>No. of Books Published</td> <td>Books=159,</td> </tr> </table>	Teaching labs	29	Research labs (Major Equipments)	14	Research Scholars (M.Tech, Ph.D., Post Doctoral Scholars)	273	Publications in last 3 years (Year-wise list)	1214	No. of Books Published	Books=159,																										
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<ul style="list-style-type: none"> ➤ Inter-departmental Research (Inter-disciplinary) ➤ Consultancy ➤ Externally funded Research Projects ➤ Educational Programmes Arranged 		Book Chapters=39, Edited Books= 5
	Patents	32
	Transfer of Technology	30
	Inter-departmental Research (Inter-disciplinary)	23
	Consultancy	23
	Externally funded Research Projects	2
	Educational Programmes Arranged	206

J. Misc.

13. Details of Non-Teaching Staff

13.1	Details of Non-Teaching Staff																																	
Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained Yes/No If yes, Details																												
<u>Appendix-XVIII</u> (←Click on the word)																																		
13.2	Summary of the Non-Teaching Staff	<u>Summary of the Non-Teaching Staff</u> (←Click on the word)																																
13.3	No. of non-teaching staff category wise	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Category</th> <th style="text-align: center;">Female</th> <th style="text-align: center;">Male</th> <th style="text-align: center;">Total</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">SC</td> <td style="text-align: center;">2</td> <td style="text-align: center;">2</td> <td style="text-align: center;">4</td> </tr> <tr> <td style="text-align: center;">ST</td> <td style="text-align: center;">7</td> <td style="text-align: center;">0</td> <td style="text-align: center;">7</td> </tr> <tr> <td style="text-align: center;">OBC</td> <td style="text-align: center;">1</td> <td style="text-align: center;">11</td> <td style="text-align: center;">12</td> </tr> <tr> <td style="text-align: center;">PH</td> <td style="text-align: center;">0</td> <td style="text-align: center;">1</td> <td style="text-align: center;">1</td> </tr> <tr> <td style="text-align: center;">GENERAL</td> <td style="text-align: center;">2</td> <td style="text-align: center;">27</td> <td style="text-align: center;">29</td> </tr> <tr> <td style="text-align: center;">TOTAL</td> <td style="text-align: center;">12</td> <td style="text-align: center;">41</td> <td style="text-align: center;">53</td> </tr> </tbody> </table>					Category	Female	Male	Total	SC	2	2	4	ST	7	0	7	OBC	1	11	12	PH	0	1	1	GENERAL	2	27	29	TOTAL	12	41	53
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PH	0	1	1																															
GENERAL	2	27	29																															
TOTAL	12	41	53																															
13.4	Ratio of non-teaching staff to students	1: 50																																

13.5	Ratio of non-teaching staff to faculty	1:3
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14. Academic Results

14.1	Faculty-wise and course-wise academic results of the past 3 years	Faculty-wise and course-wise academic results of the past 3 years (Click on the word)
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15. Accreditation

15.1	Whether Accredited by NAAC? If yes please provide the following details: Date of Accreditation Period Grade CGPA Grading System Followed	No
15.2	Whether courses are accredited by NBA? If yes please provide course-wise details as under: -	No
15.3	Other Accreditations, if any	The University has obtained the following recognitions and approvals from statutory and regulatory bodies: <ol style="list-style-type: none"> 1. University Grants Commission (UGC) – Recognition under Section 22 & 2(f) of the UGC Act. 2. Bar Council of India (BCI) 3. Pharmacy Council of India (PCI) 4. All India Council for Technical Education (AICTE)
15.4	Any other information (including special achievements by the University which may be relevant for the University)	Major Achievements of SSU <ul style="list-style-type: none"> ● NEP-2020 implemented from 2023-24 academic year ● University of the Year-2017 award by ASSOCHAM ● Best Private University of the Year (Eastern

		<p>Region)-2018 by ASSOCHAM</p> <ul style="list-style-type: none"> ● Education Eminence Award for Best University in Holistic Education (2021, 2022, 2023 & 2024) by News18 Bangla ● Institute of Excellence in Holistic Education (2022, 2023) by Uttaran-TV9 Bangla ● Education Excellence Award-2023 & 2024 by Zee 24 Ghanta ● Worked on District Annual Plan for Birbhum (2020-21, 2021-22, 2022-23) ● Institution Innovation Council (IIC) generates start-ups and enhances employability ● MoU with UGC-Inflibnet for Shodhganga and Shodhshuddhi ● Academic Bank of Credits (Ministry of Education, Govt. of India) ● Achievements in student placement: Wipro, Zoological Survey of India, GMS Agritech, Calcutta High Court, Torrent Pharmaceuticals etc. ● Member of Association of Indian Universities (AIU) ● Member of National Institute of Disaster Management (NIDM), New Delhi ● National Academic Depository, AISHE & NIRF participation, NDLI Club member ● 8,000+ students, 12 schools, 80 courses, 2,500+ students availed scholarships, 300 research scholars, 203 PhD awarded, 75.4% placement rate, 30+ MoUs, 5 villages adopted for outreach under Unnat Bharat Abhiyan 2.0. in association with IIT Delhi. ● Convocation- 2023, 2024 and 2025 student degree awardee ❖ 2023: UG-956; PG- 658; PH.D- 99; Total- 1713 ❖ 2024: UG-452; PG- 325; PH.D- 105; Total- 777 ❖ 2025: UG-630; PG- 545; PH.D- 47; Total- 1222
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16. Strength and Weaknesses of the University

16.1	Strengths of the University	<p>1. Industry-Oriented, Skill-Focused Education:</p> <p>SSU emphasizes practical, skill-based learning by integrating academic studies with industry relevance. Its programs include hands-on training, internships, and real-world projects to enhance employability.</p> <p>2. Experienced Faculty & Innovative Pedagogy:</p> <p>Experienced and well-qualified faculty integrate industry insights into teaching, using interactive methods like discussions, case studies, and group work to strengthen analytical and communication skills.</p> <p>3. Holistic Campus Environment:</p> <p>The University features a 50-acre eco-friendly campus with modern facilities and technology, while integrating soft skills, personality development, and extracurricular activities to support overall growth.</p> <p>4. Strong Industry Connect & Placement Support:</p> <p>SSU has strong industry partnerships and a placement cell that supports students with résumé building and interview preparation, with companies visiting campus for placements and internships across different disciplines.</p> <p>5. Wide Range of Programs:</p> <p>SSU provides undergraduate, postgraduate, and doctoral programs across diverse disciplines, with a strong emphasis on vocational and skill-oriented courses aligned with national skill development initiatives.</p> <p>6. Scholarships & Support Initiatives:</p> <p>The University facilitates access to multiple Central and State Government scholarship schemes like Swami Vivekananda Merit-cum-Means Scholarship (SVMCM), Aikyashree Scholarship, OASIS Scholarship, Nabanna Scholarship, enabling students from different socio-economic backgrounds to receive financial support.</p> <p>7. Strength of Seacom Skills University in Providing Platforms for Co-Curricular Activities (Aligned with NEP) and Supporting Student Mental Health:</p> <p>Aligned with the National Education Policy 2020, Seacom Skills University promotes holistic education by integrating academics with co-curricular and extracurricular activities. Through sports, cultural events, workshops, and student clubs, it fosters creativity, leadership, communication, and teamwork while supporting mental well-being and overall personality development.</p>
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		<p>8. Strong Innovation Ecosystem through an Active Institution’s Innovation Council Promoting Hackathons, Workshops, and Faculty Development Programs:</p> <p>Seacom Skills University fosters innovation through its active Institution’s Innovation Council, promoting creativity, entrepreneurship, and problem-solving via hackathons, idea competitions, and startup programs. Workshops, seminars, and FDPs further enhance research, IP awareness, and emerging technology skills, building an industry-oriented and innovation-driven academic environment.</p> <p>9. Flexible Multiple Entry and Multiple Exit System Promoting Inclusive and Lifelong Learning</p> <p>Aligned with NEP 2020, Seacom Skills University offers a flexible Multiple Entry and Exit system, allowing students to pause and resume studies without losing progress and earn certificates, diplomas, or degrees based on completed duration. This promotes inclusive, flexible, and lifelong learning.</p> <p>10. Promotion of Indian Knowledge System for Integrating Traditional Wisdom with Modern Education</p> <p>Seacom Skills University promotes India’s intellectual heritage through the Indian Knowledge System, integrating traditional knowledge, values, and practices into academics via workshops and interdisciplinary learning. It helps students connect ancient wisdom with modern education, fostering holistic, value-based, and culturally aware learning.</p> <p>11. Global Exposure & Collaborations:</p> <p>Seacom Skills University collaborates with global institutions including George Mason University, Near East University, Bourneville College, Asia University, University of Eastern Finland, and Scotland’s Colleges International to support exchange programs, research, and skill development. It also partners with IBM and Infosys for software training, global certifications, and industry-ready skill enhancement through programs like Campus Connect and CEIS.</p>
16.2	Weaknesses of the University	<p>A key weakness of Seacom Skills University is its rural location, which results in a majority of students coming from economically weaker backgrounds. This limits the scope for increasing fees, while the university still needs to invest more in students’ holistic grooming and technical training. Additionally, being a self-financing institution without government funding creates financial constraints for expanding resources and support services.</p>

Certificate

This is to certify that all the information provided above is true to the best of my knowledge and belief. The University will adhere to the rules, regulations and guidelines of the UGC, Central Government and relevant Statutory Council(s) and abide by all the provisions under the UGC Regulation.

The above information is also posted on the website of the University
<https://www.seacomskillsuniversity.ac.in/>

N. G. B. S. 17/4/26

Signed and Sealed by the Head of the Institution

REGISTRAR
SEACOM SKILLS UNIVERSITY
KENDRADANGAL, BIRBHUM-731236

