



# दिल्ली विश्वविद्यालय UNIVERSITY OF DELHI

CB.II/NEP/UG-4Year/2025/473

Dated: 31.07.2025

## NOTIFICATION

1. The 4<sup>th</sup> Year of the Under-Graduate Curriculum Framework 2022 under National Education Policy 2020 shall be commencing from 1<sup>st</sup> August 2025 with the start of the new Academic Session 2025-26.
2. The Executive Council at its meeting held on 12<sup>th</sup> July, 2025 deliberated on the issues pertaining to the implementation of 4<sup>th</sup> Year in the new academic session.
3. The Executive Council noted that the University has already advised the colleges/institutions to function from 8:00 A.M. to 08:00 P.M. for optimal utilization of the available resources. In order to achieve this and to ensure availability of faculty and staff during the period, the deployment of faculty and staff be staggered.
4. The National Education Policy provides a basket list of choices of courses to the students to choose from it. However, the options be extended considering the norms for creation of a section as notified by the University vide notification No. Acad.I/Class Size/2023/235 dated 16.05.2023 (copy enclosed). The deployment of faculty for these options be calculated as per the notification No. Estab.T/Workload/2022/1883 dated 14.11.2022 (copy enclosed) and wherever the need for additional faculty arises, the same shall be deployed as Guest Faculty.
5. The Council was also of the view that such faculty members and staff may be compensated suitably for additional work performed as per prevailing norms of the University.
6. The Executive Council was of the opinion that the smooth and successful implementation of the 4<sup>th</sup> Year of the Undergraduate Curriculum Framework (UGCF) under NEP requires guidance by experienced Faculty Members. Accordingly, the Executive Council considered that it would be in the best interest of all stakeholders if the senior regular faculty members of colleges be entrusted with the responsibility for teaching and guiding the students in the 4<sup>th</sup> year.
7. Further, with regard to compensating the additional efforts, the following may be taken into account:

A. Clause 15 of the UGC Regulation 2018.

*The workload of the teachers in full employment should not be less than Forty hours a week for Thirty working weeks (One Hundred and Eighty teaching days) in an academic year. It should be necessary for the teacher to be available for at least Five hours daily in the University/college. Teachers shall devote at least Two hours per day for mentoring of students (minimum Fifteen students per coordinator) for Community Development/Extra- Curricular Activities/library consultation/research in case of Under-Graduate Courses and/or at least Two Hours per day for research in case of Post-Graduate Courses, for which the necessary space and infrastructure shall be provided by the University/College. Th direct teaching-learning work load should be as follows:*

Assistant Professor	- 16 hours per week
Associate Professor/Professor	- 14 hours per week

- B. University notification No. Estsb.(T)/V/001/ 2023/Comp.Sci./2642 dated 31<sup>st</sup> October 2023 (copy enclosed) regarding appointment of permanent faculty of the University or its colleges as Guest Faculty.
- C. Notification No. Estab.II(i)/27/CC/2022/01/1397 dated 28<sup>th</sup> November, 2024 (copy enclosed) regarding payment of conveyance/honorarium for late sitting and working on Saturday/Closed days.
8. All concerned are advised to take immediate and appropriate steps for the smooth implementation of the UGCF 2022 and PGCF 2025.
9. This is issued with the approval of the competent authority.

  
Joint Registrar (Colleges)



# दिल्ली विश्वविद्यालय UNIVERSITY OF DELHI

No. Acad./Class size/2023/2-25  
Date: 16.05.2023

## NOTIFICATION

In supersession to earlier Notification No. Acad./class size/2022/754 dated 11.11.2022, in order to observe uniformity in Teacher-Student ratio in all the programmes/ courses being offered by the University and its colleges, both at the Undergraduate and Postgraduate level including Management courses, following class room size, in terms of the number of students, is hereby notified for compliance by all concerned.

Under Graduate Class Room Size (No. of Students)		Post Graduate Class Room Size (No. of Students)	
Lectures	60	Lectures	50
Tutorials	30	Tutorials	25
Practicals	25	Practicals	15-20

### Note:

- This number is exclusive of the supernumerary seats.
- The Departments/Colleges, if necessary, may decrease/increase up to 20% the size of the student's groups, w.r.t. Lectures/Tutorials/ Practicals under UG/PG Programme as notified on 11.11.2022.
- The Colleges may decide on mentor and mentee group size as per the relevant provisions of the UGC Regulations as applicable from time to time.

Further, the teacher-students ratio and size of the student-groups for lectures/ practicals/ tutorials with respect to Generic Electives (GEs), Skill Enhancement Courses (SEC) and Value-Added Courses (VAC) shall be as under:

Programs	UNDER GRADUATE Class Room Size			POST GRADUATE Class Room Size		
	GE	SEC	VAC	GE	SEC	VAC
Lectures	20-60	20-60	20-60	50	NA	NA
Tutorials	20-30			25		
Practicals	20-30			15-20		

### Note:

- The Departments/ Colleges, if necessary, may decrease/ increase up to 20% on size of the students' groups, w.r.t. Lectures/ Tutorials/ Practicals under UG/PG Programs.

Contd.....2/-

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UNIVERSITY OF DELHI

- In case of SDC and VAC papers not having lab-based Practicals, the practical size should be the same as the class size.
- Colleges may make arrangements for practical classes in such ways that the Laboratory facilities are put to optimum utilization.

REGISTRAR

Copy to:

1. Deans of the Faculties
2. Heads of the Departments
3. Directors of the Centres/ Institutions
4. Principals of the Colleges
5. Director, COI
6. Dean Students' Welfare
7. Dean, Academic Affairs/ Dean, Planning/ Dean, Admissions/ Dean, Examinations
8. Director, NCWEB/ Joint Director, DUCC/ Joint Dean, FSR
9. JR (VCO)/ JR (SDC)/ JR (Estab.-T)/ AR (Colleges)
10. PA to Registrar/ PA to Dean of Colleges/ PA to Director, South Delhi Campus





दिल्ली विश्वविद्यालय  
**UNIVERSITY OF DELHI**

Ref.No .Estab.(T)/V/001/2023/Comp. Sci. 12642  
Delhi, the 31 October, 2023


**NOTIFICATION**

**Subject: Appointment of permanent faculty of the University or its Colleges as Guest faculty.**

It is notified to all concerned that the University has permitted the permanent faculties to take additional classes as Guest Faculty in the University or its Colleges subject to fulfilment of following conditions:

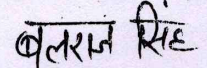
1. The College/University teachers may be permitted to take classes as guest faculty in another institute/college subject to the condition that such allocation of additional classes to the concerned faculty is over and above the prescribed workload as notified vide *Notification No. Estab-T/workload/2022/1883 14.11.2022 in his/her College/University.*
2. The faculty concerned will be required to take a 'No Objection Certificate' and a certificate to the effect, that the teacher is already taking classes as per the prescribed workload as notified vide notification No. *Estab-T/workload/2022/1883 14.11.2022*, from the parent institution.
3. The said faculty shall be permitted to take upto 04 credit course as Guest Faculty in a Semester and only in one institute/college other than parent institute/college.
4. The concerned faculty would be paid honorarium @1500/- per lecture subject to a maximum of Rs. 50,000/- per month (in accordance with UGC letter No. *F.25-1/2018(PS/MISC.) dated 28.01.2019*), subject to the fulfilment of condition stated at 1,2 and 3 above.

This issues with the approval of the competent authority.

  
Joint Registrar (Estab.-Teaching)

Copy to:

1. All Deans/Heads/Directors of the Faculties/Departments/Institutions, University of Delhi, Delhi/New Delhi.
2. The Finance Officer, University of Delhi, Delhi-110007.
3. The Internal Audit Officer, University of Delhi, Delhi-110007
4. All Joint / Deputy / Assistant Registrars, University of Delhi, Delhi / New Delhi.
5. The PS / SPA / PA to the Hon'ble Vice Chancellor / Director, South Delhi Campus / Dean of Colleges / Registrar / Proctor / Finance Officer, University of Delhi, Delhi / New Delhi.

  
अनुभाग अधिकारी (स्थापना V)





# दिल्ली विश्वविद्यालय

University of Delhi

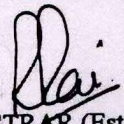
No. Estab-T/Workload/2022/1882  
14<sup>th</sup> November, 2022

## **NOTIFICATION**

1. In accordance with the of clause No.15 of the UGC Resolutions 2018 & Clause1 of Ordinance. XIII of the Ordinances of University of Delhi the following guidelines shall be taken into account for calculation of workload for direct teaching learning arrangement in the departments of the University.

- (a) A teacher is expected to work minimum 40 hours a week
- (b) As per the UGC guidelines, 14 hours / 16 hours is a workload for direct teaching learning for Professor, Associate Professor/ Assistant Professor.
- (c) 2 hour per week from the direct teaching learning may be devoted to administrative work. It includes work performed as Dean/Head of Department /PIC of Center /Director of the Center or any other equivalent administrative work as notified and assigned by the Competent Authority of the University in addition to existing duties.
- (d) Guidance to Ph.D. Students, examination work, other administrative work shall be taken into accounts in 26 hours/ 24 hours working work. The other administrative work includes administrative work in the departments and other then those defined in point (c) above.
- (e) The two hours per day for research in case of PG Courses shall be included in 26 hours /24 hours.
- (f) The actual hours utilized for classroom teaching/tutorial/practical/field work/project work/dissertation work per week by a faculty shall amounts to his/her workload for direct teaching learning with in the 14 hours/ 16 hours.
- (g) For the purpose of calculation of working hours per week for guiding the PG students for project / dissertation/field work within the workload 14/16 hours, following criteria shall be followed:
  - (i) For Management Students: 3 students per teacher amounts to one hour per week upto maximum of four hours per week.
  - (ii) For Science/Mathematical Science Students: 4 Students per teacher amounts to one hour per week upto maximum of four hours per week.
  - (iii) For Social work: 4 students per teacher amounts of one hour per week upto maximum of four hours per week.
  - (iv) For Arts, Social Sciences, Law, Commerce, and Education Students: 5 Students per teacher amounts to one hour per week upto maximum of four hours per week
- (h) The aforesaid provisions must be reflected in the time table of Department.
- (i) The class size /batch size for classroom teaching/practical /tutorial/dissertation shall be determined by the Department considering optimum utilization of the available infrastructure/resources in the interest of the students.
- (j) The 14/16 hours of direct teaching learning workload in respect of each faculty member should include minimum 60% towards lecture for Faculties of Arts, Social Sciences, Law, Commerce and Education and Minimum 40% towards lectures for Faculty of Sciences / Interdisciplinary & Applied Sciences and 50% towards lecture for the Department of Social Work.
- (k) The requirement of the faculty/department for guest faculty shall be examined by the University only after ensuring full workload on each and every teacher of the department.

2. This is issued with the approval of the Competent Authority.

  
JOINT REGISTRAR (Estab-T)





दिल्ली विश्वविद्यालय  
UNIVERSITY OF DELHI

स्थापना शाखा-II(i)

Establishment Branch-II(i)

कमरा नंबर- 212, पुराना परीक्षा खंड,

Old Examination Block

दिल्ली विश्वविद्यालय, दिल्ली-110007

University of Delhi, Delhi-110007

☎ 27001168 Extn. 1168

Ref. No. Estab.II(i)/27/CC/2022/01/1397

28<sup>th</sup> November, 2024

कार्यालय आदेश  
OFFICE ORDER

**Subject : Payment of Conveyance / Honorarium for late sitting and working on Saturdays / Closed Days**

The Competent Authority of the University of Delhi is pleased to revise the Conveyance / Honorarium payable to the Non-Teaching employees (including contractual) of the University on account of late sitting and working on Saturdays / Closed Days with immediate effect, as follows:

Level	Reporting before 07:30 A.M. <u>and / or</u> Leaving after 07:30 P.M. on working days	Saturdays and Closed Days (for more than 5 hours working) ( <b>admissible for not more than 60 days in a year</b> )	Approving / Certifying Authority
Group 'A' Officers	Rs. 400.00	Rs. 800.00	Registrar / Finance Officer / Controller of Examination or equivalent / Principal
Group 'B' Officials	Rs. 300.00	Rs. 600.00	Dean / Head / Group 'A' Officer / Principal
Group 'C' Officials (including Drivers)	Rs. 250.00	Rs. 500.00	

**Note:-**

1. The employees shall be eligible for either compensatory leave or conveyance / honorarium for working on Saturdays / Closed Days.
2. The Approving / Certifying Authority shall ensure that the late sitting / working in closed days be allowed only in operational exigencies in the interest of teaching learning activities and core function of the University / Colleges.
3. The employees claiming conveyance / honorarium for working on Saturdays / Closed days shall not be eligible for any other honorarium for that day.

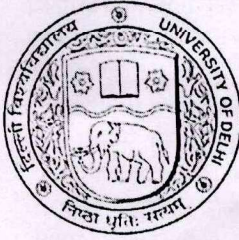
This is issued with the approval of the Competent Authority.

Delhi,  
28<sup>th</sup> November, 2024

संयुक्त कुलसचिव- स्थापना (म.श.)  
JOINT REGISTRAR - Estab. (N/T)

*[Signature]*  
28/11/2024





दिल्ली विश्वविद्यालय  
UNIVERSITY OF DELHI

स्थापना शाखा-II(i)

Establishment Branch-II(i)

कमरा नंबर- 212, पुराना परीक्षा खंड,  
Old Examination Block

दिल्ली विश्वविद्यालय, दिल्ली-110007

University of Delhi, Delhi-110007

☎ 27001168 Extn. 1168

Ref. No. Estab.II(i)/27/CC/2022/01/1397  
28<sup>th</sup> November, 2024

**Copy to:-**

- i. The Dean of Colleges, University of Delhi, Delhi-110007.
- ii. The Director, South Delhi Campus, University of Delhi, New Delhi-110021.
- iii. The Finance Officer, University of Delhi, Delhi-110007.
- iv. The Director, Delhi University Computer Centre, University of Delhi with a request to kindly get it uploaded on the University Website.
- v. All Joint / Deputy / Assistant Registrar, University of Delhi, Delhi-110007.
- vi. The PS / SPA / PA / SO to the Vice-Chancellor/Registrar/Finance Officer, University of Delhi, Delhi-110007.

सहायक कुलसचिव – स्थापना (गै. शै.)  
Assistant Registrar - Estab. (N/T)