



Ref. No.: KRMU/Admin./O.O./2023-24/ 2384

Date: 06.09.2023

OFFICE ORDER

Subject: Implementation of Lifelong Learning Access Policy.

K.R. Mangalam University has formulated and adopted the “Lifelong Learning Access Policy” to promote inclusive, equitable and accessible learning opportunities beyond conventional academic programmes through skill development, professional training, continuing education and community engagement.

The Policy is aligned with the objectives of the National Education Policy (NEP) 2020 and Sustainable Development Goal 4 (SDG 4) – Quality Education.

Lifelong Learning Access Policy as approved in the 55th Board of Management meeting held on 31.08.2023 is notified for information and implementation with immediate effect.

All concerned Schools, Departments, Centres, Cells and Administrative Units are directed to ensure its effective implementation.

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


Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)

Copy to:

- Hon'ble Vice Chancellor – for kind information
- Dean Academic Affairs
- Dean-Research
- Dean Students Welfare
- Director-IQAC
- All Deans / Directors / Heads of Schools
- University Website
- Notice Board
- Office Copy



LIFELONG LEARNING ACCESS POLICY

K.R. Mangalam University



K.R. MANGALAM UNIVERSITY

Sohna Road, Gurugram (Haryana)-122103

Email: registrar@krmangalam.edu.in, Website: krmangalam.edu.in

1. Introduction

K.R. Mangalam University, Gurugram, established under the Haryana Private Universities (Amendment) Act, 2013 (Act No. 08 of 2013), is committed to promoting inclusive, equitable, accessible, and quality education for learners from diverse backgrounds.

The University recognises that education is a continuous and lifelong process that extends beyond conventional degree programmes and formal academic boundaries. In an increasingly dynamic knowledge-driven society, lifelong learning is essential for professional advancement, employability, personal development, social inclusion, and sustainable economic growth.

The Lifelong Learning Access Policy establishes an institutional framework for providing continuous learning opportunities to students, alumni, faculty members, non-teaching employees, working professionals, entrepreneurs, and members of the wider community.

The Policy promotes access to education through short-term certificate programmes, professional development courses, skill enhancement initiatives, online and blended learning, workshops, executive education, community outreach activities, and other non-degree learning opportunities.

The Policy is aligned with the objectives of the National Education Policy (NEP) 2020, particularly flexible and multidisciplinary learning, and contributes towards the United Nations Sustainable Development Goals, especially:

- SDG 4 – Quality Education: Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all.
- SDG 5 – Gender Equality: Promote equal participation and opportunities for women and other genders.
- SDG 8 – Decent Work and Economic Growth: Enhance employability, entrepreneurship, and workforce competencies.
- SDG 10 – Reduced Inequalities: Facilitate equitable educational opportunities for socially and economically disadvantaged communities.

Through this Policy, K.R. Mangalam University aims to strengthen its contribution towards lifelong education, professional excellence, community empowerment, and sustainable development.

2. Purpose

The purpose of this Policy is to establish a structured, transparent, and inclusive framework for providing lifelong learning opportunities beyond conventional academic programmes.

The Policy seeks to facilitate continuous acquisition of knowledge, skills, competencies, and professional qualifications through accessible and flexible learning pathways.

It further aims to ensure that the University's academic resources, infrastructure, faculty expertise, and institutional collaborations are effectively utilised for the educational advancement of society.

3. Scope

This Policy shall apply to all Schools, Departments, Centres, Cells, and other academic and administrative units of K.R. Mangalam University involved in lifelong learning activities.

The Policy shall cover the following categories of learners:

1. Students currently enrolled in the University.
2. Alumni seeking professional development or skill upgradation.
3. Teaching and non-teaching employees of the University.
4. Working professionals from industry and service sectors.
5. Entrepreneurs and self-employed individuals.
6. Women, senior citizens, and members of local communities.
7. Individuals from economically weaker sections and disadvantaged backgrounds.
8. Other interested learners fulfilling the prescribed programme requirements.

The Policy shall cover face-to-face, online, hybrid, blended, and other approved modes of learning, subject to applicable regulatory requirements.

4. Objectives

The major objectives of the Lifelong Learning Access Policy are:

- 4.1 To promote lifelong learning as an integral component of the University's academic and social responsibility.
- 4.2 To provide accessible and flexible educational opportunities to individuals across different age groups, educational backgrounds, and professional stages.
- 4.3 To enhance employability, entrepreneurship, professional competence, and workforce readiness through continuous skill development.
- 4.4 To encourage multidisciplinary and interdisciplinary learning opportunities consistent with NEP 2020.
- 4.5 To facilitate continuing education, professional certification, and knowledge enhancement beyond conventional degree programmes.
- 4.6 To promote equitable access to learning opportunities irrespective of gender, age, disability, socioeconomic status, or social background.
- 4.7 To strengthen collaboration with industries, professional bodies, government agencies, NGOs, and community organisations.

- 4.8 To encourage digital literacy, technological awareness, innovation, and entrepreneurship.
- 4.9 To support community development through awareness programmes, vocational training, capacity-building activities, and educational outreach.
- 4.10 To establish appropriate mechanisms for quality assurance, monitoring, evaluation, and continuous improvement of lifelong learning initiatives.

5. Definitions

For the purpose of this Policy, the following terms shall have the meanings assigned to them:

- 5.1 Lifelong Learning: A continuous process of acquiring knowledge, skills, competencies, and values throughout an individual's life for personal, academic, professional, and social development.
- 5.2 Continuing Education: Structured educational opportunities provided beyond conventional degree programmes, including certificate courses, workshops, professional training, and skill-development programmes.
- 5.3 Skill Enhancement Programmes: Short-duration or modular programmes designed to enhance technical, professional, entrepreneurial, digital, or employability-related competencies.
- 5.4 Learner: Any individual participating in a lifelong learning programme organised or approved by K.R. Mangalam University.
- 5.5 Academic Unit: Any School, Department, Centre, Cell, or other authorised institutional body responsible for developing, coordinating, or conducting lifelong learning activities.
- 5.6 Blended Learning: An educational approach combining face-to-face instruction with approved online or digital learning activities.
- 5.7 Micro-Credentials: Recognition of specific learning achievements or competencies acquired through structured short-duration learning experiences, subject to applicable institutional and regulatory provisions.
- 5.8 Certification: Formal recognition awarded by the University upon successful completion of an approved learning programme, subject to prescribed academic requirements.

6. Policy Principles

The Lifelong Learning Access Policy shall be implemented in accordance with the following principles:

6.1 Institutional Commitment

K.R. Mangalam University shall recognise lifelong learning as an essential component of its educational mission and institutional commitment towards knowledge dissemination, skill development, and community engagement.

The University shall encourage its academic units to organise continuing education and professional development programmes for both internal and external learners.

6.2 Equity, Accessibility and Inclusivity

The University shall promote fair and equitable access to lifelong learning opportunities without discrimination based on gender, age, disability, socioeconomic background, or other characteristics protected under applicable law.

Special consideration may be given to learners from disadvantaged communities, women, persons with disabilities, and economically weaker sections.

6.3 Academic Quality and Regulatory Compliance

All lifelong learning programmes shall maintain appropriate academic standards and comply with applicable University regulations and statutory requirements.

Programmes shall be designed and implemented through the prescribed academic approval mechanisms.

6.4 Relevance to Industry and Society

Lifelong learning initiatives shall respond to emerging technological developments, professional requirements, labour-market demands, and community needs.

6.5 Flexible Learning Opportunities

The University shall encourage flexible learning pathways, including weekend programmes, evening classes, modular courses, online learning, and blended learning, wherever academically and operationally feasible.

6.6 Accountability and Continuous Improvement

All lifelong learning initiatives shall be periodically monitored and evaluated to ensure academic relevance, learner satisfaction, institutional accountability, and continuous improvement.

7. Access and Eligibility

7.1 Access to Lifelong Learning Opportunities

K.R. Mangalam University shall facilitate access to approved lifelong learning programmes through transparent enrolment and admission procedures.

Such opportunities may be made available to current students, alumni, employees, professionals, entrepreneurs, and community members.

Participation shall be subject to the availability of infrastructure, qualified faculty, programme capacity, and other institutional requirements.

7.2 Eligibility Criteria

Eligibility criteria shall be prescribed separately for each programme depending upon its academic level, duration, content, and intended learning outcomes.

The criteria may include minimum educational qualifications, professional experience, subject-specific prerequisites, and other relevant requirements.

For community-based learning, awareness programmes, and basic skill-development initiatives, eligibility may be relaxed wherever appropriate and permissible.

7.3 Admission and Enrolment Process

Admission or enrolment in lifelong learning programmes may involve:

1. Submission of an application or registration form.
2. Verification of relevant academic or professional credentials, wherever required.
3. Payment of prescribed fees, if applicable.
4. Approval or confirmation by the designated Academic Unit.
5. Communication of programme schedules, requirements, and learning outcomes.

The University shall ensure that programme information is communicated transparently before enrolment.

7.4 Equal Opportunity and Accessibility

The University shall endeavour to provide accessible learning environments and reasonable accommodations for persons with disabilities, subject to applicable requirements and available resources.

Appropriate measures may also be adopted to encourage participation by women, economically disadvantaged learners, and members of underserved communities.

8. Lifelong Learning Offerings

K.R. Mangalam University shall encourage its Schools, Departments, Centres, and other academic units to organise a wide range of lifelong learning initiatives.

8.1 Types of Programmes

The University may offer the following categories of learning opportunities:

S. No.	Programme Category	Illustrative Activities
1	Short-Term Certificate Courses	Professional and skill-based certification

2	Skill Development Programmes	Technical, vocational and employability skills
3	Professional Development	Faculty development and executive training
4	Digital and Technology Learning	AI, data analytics, digital literacy and emerging technologies
5	Entrepreneurship Development	Start-up training, innovation and business development
6	Community Education	Financial literacy, health awareness and environmental education
7	Industry-Oriented Training	Industry-specific skills and professional upskilling
8	Academic Enrichment	Workshops, seminars, webinars and interdisciplinary courses
9	Continuing Education	Refresher courses and professional knowledge enhancement
10	Social and Sustainable Development	Programmes related to SDGs, sustainability and community empowerment

8.2 Academic Design and Structure

Every lifelong learning programme shall clearly specify:

- Programme objectives and intended learning outcomes.
- Eligibility criteria and target learner groups.
- Duration, instructional hours, and delivery mode.
- Course content and learning resources.
- Assessment and evaluation methodology, wherever applicable.
- Certification requirements.
- Programme fees, if any.

The concerned Academic Unit shall ensure that the programme is academically relevant and supported by appropriate teaching and learning resources.

8.3 Industry and Institutional Collaborations

The University may collaborate with industries, research institutions, professional bodies, government agencies, NGOs, and other recognised organisations to develop and deliver lifelong learning programmes.

Such collaborations shall be undertaken through approved institutional arrangements, including Memoranda of Understanding, wherever required.

8.4 Certification and Recognition

Participants who successfully complete the prescribed programme requirements may be awarded a Certificate of Participation, Certificate of Completion, or other approved recognition by K.R. Mangalam University.

The nature of certification shall depend upon the programme's duration, academic content, assessment requirements, and applicable institutional norms.

Academic credits, where applicable, shall be awarded or recognised only in accordance with approved University regulations and relevant statutory frameworks.

9. Fees and Funding

9.1 Fee Structure

Fees for lifelong learning programmes shall be determined based on programme duration, academic content, infrastructure requirements, instructional resources, and operational expenses.

The proposed fee structure shall be approved by the Competent Authority before implementation.

Programme fees, if applicable, shall be clearly communicated to participants prior to enrolment.

9.2 Payment and Financial Compliance

Participants shall deposit the prescribed fees within the stipulated timelines.

All financial transactions shall be governed by the University's applicable financial regulations, accounting procedures, and audit requirements.

9.3 Funding and Sponsorship

The University may support lifelong learning initiatives through institutional budgetary allocations, industry collaborations, government grants, CSR contributions, sponsored projects, and other approved funding arrangements.

Externally funded programmes shall be implemented in accordance with applicable agreements and institutional financial procedures.

9.4 Financial Assistance and Concessions

The University may provide subsidised or free learning opportunities, scholarships, or fee concessions to deserving learners, economically disadvantaged individuals, persons with disabilities, alumni, and employees.

Such concessions shall be subject to approval of the Competent Authority, applicable University policies, and availability of financial resources.

10. Quality Assurance

K.R. Mangalam University shall ensure that all lifelong learning programmes maintain appropriate academic quality, transparency, institutional credibility, and regulatory compliance.

10.1 Academic Approval and Oversight

All lifelong learning programmes shall be proposed by the concerned Academic Unit and approved through the prescribed University approval mechanism before implementation.

10.2 Learning Outcomes and Academic Standards

Each programme shall define measurable learning outcomes, instructional content, duration, assessment methodology, and completion requirements.

10.3 Qualified Faculty and Resource Persons

Programmes shall be delivered by appropriately qualified faculty members, industry professionals, subject experts, or approved resource persons.

10.4 Learning Resources and Infrastructure

The concerned Academic Unit shall ensure the availability of suitable classrooms, laboratories, digital platforms, teaching materials, and other essential resources.

10.5 Documentation and Record Maintenance

Appropriate records shall be maintained for each programme, including:

- Programme proposal and approval.
- Brochure, curriculum and learning outcomes.
- Registration and participant details.
- Attendance records.
- Assessment and evaluation records.
- Feedback and programme completion reports.
- Certificates issued.
- Financial records, wherever applicable.

10.6 Institutional Quality Assurance

The Internal Quality Assurance Cell (IQAC) may periodically review lifelong learning initiatives as part of the University's institutional quality enhancement framework.

11. Monitoring and Review

The University shall establish an appropriate monitoring mechanism to evaluate the effectiveness, relevance, accessibility, and outcomes of lifelong learning initiatives.

11.1 Periodic Programme Review

The concerned Academic Unit shall periodically review programme enrolment, participation, completion rates, learner satisfaction, and achievement of intended learning outcomes.

11.2 Feedback and Outcome Assessment

Feedback from participants, faculty members, industry representatives, and other stakeholders shall be collected and analysed for programme improvement.

11.3 Institutional Reporting

Schools, Departments, and Centres conducting lifelong learning programmes shall maintain appropriate activity records and submit periodic reports to the designated University authority.

11.4 Performance Indicators

The following indicators may be considered for institutional monitoring:

S. No.	Performance Indicator	Measurement
1	Lifelong Learning Programmes Conducted	Number per academic year
2	Total Learner Participation	Number of registered participants
3	External Community Participation	Number of non-University learners
4	Participation of Women	Number and percentage
5	Participation of Disadvantaged Groups	Number and percentage, where lawfully collected
6	Programme Completion Rate	Percentage of successful completions
7	Free/Subsidised Learning Opportunities	Number of programmes and beneficiaries
8	Learner Satisfaction	Feedback analysis
9	Industry and Community Collaborations	Number of collaborative initiatives
10	Certification Outcomes	Number of certificates issued

The findings of periodic reviews shall be used to strengthen future programme planning, academic quality, and accessibility.

12. Roles and Responsibilities

The following institutional authorities and units shall undertake responsibilities for effective implementation of the Policy:

Authority / Unit	Responsibilities
Vice Chancellor	Overall institutional oversight and strategic guidance
Registrar	Administrative coordination and policy implementation
Dean Academic Affairs	Academic supervision and coordination of learning programmes
Deans of Schools	Identification, planning and implementation of relevant programmes
Heads of Departments / Programme Coordinators	Programme design, delivery, documentation and reporting
Director – IQAC	Quality monitoring, evaluation and institutional review
Research and Innovation Units	Research-oriented learning, innovation and entrepreneurship initiatives
Human Resource Department	Training and professional development of University employees
Admissions / Outreach Units	Dissemination of information and engagement with prospective learners
Finance Department	Financial compliance, programme fees and expenditure monitoring
IT Department	Technical support for digital and blended learning initiatives

All concerned authorities shall coordinate to ensure effective, transparent, and inclusive implementation of the Policy.

13. Data Protection and Privacy

K.R. Mangalam University shall ensure responsible collection, processing, storage, and protection of personal, academic, and professional information relating to participants in lifelong learning programmes.

13.1 Collection and Use of Information

Information collected during registration, enrolment, participation, and certification shall be used for legitimate academic, administrative, monitoring, and reporting purposes.

13.2 Data Security

Participant records shall be maintained securely in physical or electronic form with appropriate access controls.

13.3 Confidentiality

Faculty members, programme coordinators, and administrative personnel shall maintain confidentiality of learner information in accordance with applicable University policies and legal requirements.

13.4 Responsible Data Sharing

Personal information shall not be disclosed to unauthorised persons or organisations. Any disclosure shall be subject to applicable law, institutional approval, and relevant data-protection requirements.

14. Communication and Dissemination

The University shall ensure that information regarding lifelong learning opportunities is communicated clearly, accurately, and transparently to all relevant stakeholders.

14.1 Programme Information

Details of approved lifelong learning programmes, including eligibility, duration, delivery mode, fees, learning outcomes, and certification requirements, shall be communicated through appropriate institutional channels.

14.2 Institutional Communication Channels

Information may be disseminated through the University's official website, notices, email communications, digital platforms, social media, outreach programmes, and other approved communication mechanisms.

14.3 Stakeholder Engagement

The University shall encourage engagement with alumni, industry partners, government organisations, educational institutions, and community stakeholders to increase awareness and participation.

14.4 Community Outreach

Special efforts may be undertaken to promote lifelong learning opportunities among local communities, economically disadvantaged groups, women, senior citizens, and other underserved learner groups.

15. Effective Date and Review

15.1 This Policy shall come into force from the date of its approval by the Competent Authority and formal notification by K.R. Mangalam University.

15.2 The Policy shall be implemented by all concerned Schools, Departments, Centres, Cells, and Administrative Units of the University.

15.3 The Policy shall be reviewed periodically, preferably once every three years, or earlier if required due to changes in statutory regulations, institutional priorities, or educational requirements.

15.4 Any amendment, modification, or revision to this Policy shall require approval of the Competent Authority in accordance with the University's governance procedures.

15.5 In matters not specifically covered under this Policy, the decision of the Competent Authority shall prevail, subject to applicable statutory and regulatory provisions.


Registrar

K.R. Mangalam University