Lifelong Learning Policy
(Version 1.0)

Promoting inclusive, flexible and lifelong access to quality education

Aligned with UN Sustainable Development Goal 4 and the National Education Policy 2020

Lifelong Learning Policy

1. Introduction and Background

Geeta University is a state private university located at NH-71A, Naultha, Panipat, Haryana. It began operating in 2022 under the Geeta Group of Institutions, an education group that has served the Panipat region since 1985. The university brings together around ten schools and institutes, including engineering and computer science, pharmacy, law, health and allied sciences, agriculture, humanities and social sciences, management.

Knowledge and skills now change faster than a single degree can keep up with. Graduates, working professionals, farmers, entrepreneurs, teachers and community members all need ways to keep learning after their formal education ends. This policy sets out how Geeta University will open its teaching, facilities and expertise to learners of all ages and backgrounds, both inside and outside the campus.

2. Objectives of the Policy

The policy aims to:

1. Provide students, alumni, staff and the public with continuing education, skill-building and re-skilling opportunities throughout life.
2. Widen access to university learning resources, including the library, digital platforms and training facilities, for people outside the university.
3. Support flexible learning pathways, such as credit accumulation through the Academic Bank of Credits, online courses and short-term certificates.
4. Improve employability and entrepreneurship through practical, industry-relevant training and examination preparation.
5. Advance equity and inclusion by removing financial, physical, social and technological barriers to learning.
6. Extend knowledge to local communities, especially rural and underserved groups, through outreach and extension activities.
7. Encourage a culture of continuous professional development among faculty and staff.
8. Contribute to SDG 4 (Quality Education) and the goals of the National Education Policy 2020.

3. Scope and Applicability

This policy applies to all schools, institutes, departments, centres and administrative units of Geeta University, and to every programme or activity offered for lifelong

learning purposes. It covers the following groups of learners: (a) current students; (b) alumni; (c) teaching and non-teaching staff; and (d) external learners, including school teachers, job seekers, professionals, entrepreneurs, farmers, women's groups, persons with disabilities and other members of the public.

4. Key Definitions

Term	Meaning
Lifelong learning	All purposeful learning, formal or informal, that a person undertakes at any stage of life to build knowledge, skills or competencies.
Continuing education	Structured courses, workshops and training for people who have completed or are outside regular degree programmes.
External learner	Any participant who is not currently enrolled in a regular degree programme of the university.
Micro-credential / certificate	A short, assessed learning unit that records a specific skill or competency and may carry credit.
Marginalised learner	A learner facing barriers because of economic status, caste, gender, disability, geography or similar factors.

5. Guiding Principles

- Access: learning opportunities are open and easy to reach, with clear and simple admission or registration.
- Inclusion: every learner is treated with dignity, and reasonable adjustments are made for those who need them.
- Flexibility: timings, delivery modes (on campus, online, blended) and credit pathways suit the needs of working adults.
- Relevance: programmes respond to the needs of industry, government, agriculture and the community.
- Quality: courses are taught by qualified instructors and reviewed regularly under the university's quality assurance system.
- Partnership: the university works with government bodies, industry, NGOs and other institutions to widen impact.
- Sustainability: programmes are planned with adequate resources so they can continue over the long term.

6. Lifelong Learning Provisions

The university will offer, support or develop the following provisions, in line with available resources:

Area	What the university provides
Library and digital resources	Open or guest access to the library, the catalogue and e-resources such as NDLI, SWAYAM, NPTEL
Skill development	Coding and digital-skills training through the G-Skills platform and other short courses in AI, data skills, accounting, communication, etc.
Certificate and vocational courses	Short-term, job-oriented certificate programmes for students, alumni and the public, with fees set under Section 8.
Examination and career preparation	Coaching and guidance for UGC-NET, examinations and other competitive examinations
Seminars, webinars and public lectures	Regular free or low-cost sessions open to internal and external participants, delivered online and on campus.
Community extension and outreach	Workshops and training in villages and community settings on health, agriculture, legal awareness, digital literacy and entrepreneurship.
Flexible credit pathways	Use of the Academic Bank of Credits, with flexible entry and exit options and recognition of prior learning where permitted by regulations.
Alumni and staff development	Refresher courses, faculty development programmes and alumni learning events.
Online and blended learning	Support for MOOCs and university-run online modules, with access to computer labs for learners who lack devices.

7. Access, Equity and Inclusion

The university will keep lifelong learning open to people of every background. Specifically, it will: (i) offer fee concessions or waivers to economically weaker learners, women, persons with disabilities and members of reserved categories as decided by the Centre and approved by the competent authority (ii) provide accessible classrooms, library facilities, materials and assistive support in line with the Rights of Persons with Disabilities Act, 2016 and (v) maintain a zero-tolerance approach to discrimination and harassment in all lifelong learning activities. The university will also run awareness and training sessions, such as sign-language and accessibility training for staff, to build an inclusive learning environment.

8. Learner Support, Assessment and Recognition

Learners will receive clear information before enrolling, including course aims, duration, fees and expected outcomes. The Centre will provide orientation, academic guidance and, where needed, bridge or refresher sessions for those returning to study after a long

gap. Assessment will be fair, proportionate and suited to adult learners, using methods such as practical tasks, projects, quizzes and short tests. Learners who complete a programme successfully will receive a certificate issued by the university, and credit equivalence will be recorded through the Academic Bank of Credits wherever the programme qualifies. Feedback forms will be collected after every programme, and a grievance redressal channel will be available to all external learners through the Student Grievance Cell.

9. Governance and Responsibilities

Body / Office	Responsibility
Vice-Chancellor and Academic Council	Approve the policy, major programmes and fee structure; review annual reports.
Centre for Lifelong Learning	Coordinate all lifelong learning programmes, maintain records, manage registration, and report on the indicators in Section 12.
Schools and institutes	Design and deliver programmes in their subject areas and nominate faculty as resource persons.
Library	Maintain open-access arrangements and promote digital resources to the public.
IQAC	Review quality, collect learner feedback and recommend improvements.
Extension / NSS / Student welfare units	Plan and carry out community outreach and volunteer-based learning activities.
Finance and Administration	Manage budgets, fee collection, concessions and infrastructure support.

10. Safeguarding, Privacy and Ethical Conduct

The university will protect the safety and dignity of every participant, including minors and vulnerable adults who may join outreach activities. Personal data collected during registration will be used only for programme administration and reporting, stored securely, and not shared without consent except where the law requires. Course material will respect copyright and academic integrity, and instructors and learners are expected to follow the university's code of conduct, anti-harassment and anti-ragging rules at all times.

11. Partnerships and Collaboration

Geeta University will seek partnerships with government departments, industry, professional bodies, NGOs, schools, other universities and community organisations to co-design programmes, share expertise and reach more learners. Agreements will state each party's roles, costs, learner benefits and quality standards, and will be recorded in a memorandum of understanding where appropriate.

12. Monitoring, Evaluation and Reporting

The Centre will track progress through the indicators below and present a report to the Academic Council each year.

Indicator	Frequency
Number of lifelong learning programmes and events held	Annual
Number of external (non-student) participants	Annual
Share of learners from women, rural, disadvantaged or disabled groups	Annual
Learner satisfaction and completion rate	Per programme
Number of outreach sessions and partner organisations	Annual
Use of library and e-resources by external users	Annual

13. Review and Amendment

This policy will be reviewed at least once every three years, or sooner if there are changes in law, regulations or university needs. Amendments will be proposed by the Centre, considered by the Advisory Committee, and approved by the Academic Council or other competent authority. The latest version will always be available on the university website

14. Implementation

This policy shall come into effect from October 2025.

Deputy Registrar

Registrar