



# CENTRAL SANSKRIT UNIVERSITY

Established by an Act of Parliament  
(Formerly Rashtriya Sanskrit Sansthan, Deemed to be University)  
Under Ministry of Education, Government of India

## Online Student Satisfaction Survey Regarding Teaching Learning Process - 2022

### GUIDELINES FOR FILLING THE ONLINE STUDENT SATISFACTION SURVEY :

#### GUIDELINES.

#### Guidelines for Higher Education Institutions (HEIs) - Student Satisfaction Survey (SSS)

- Higher Education Institutions (HEIs) have to strictly upload data of all currently enrolled students as per data template format of excel sheet given in portal.
- Data will be accepted in text format only as per the template given by NAAC.
- Column names (case sensitive) and order should not be altered. No column/cell should be left blank
- Repetition of Name, e-mail address, Mobile number is not allowed.
- There are two separate columns for Student ID and Enrollement ID. In the absence of separate Ids the institutions can repeat same Id in the two columns.
- Total entries should not be greater than the students marked in Institutional Information for Quality Assessment (IIQA).
- SSS will be administered to institutions simultaneously with Data Validation and Verification (DVV) process.
- The SSS questionnaire (20 objective & 01 subjective) which is available in NAAC website and will also be e-mailed to students and the following rules will be applied for processing the responses.
- Maximum of Two survey attempts will be initiated to reach the desired level of response as per requirements mentioned below
  - i. For Colleges – (UG/PG and Autonomous) responses should be received from at least 10% of the student population or 100, whichever is lesser.
  - ii. For Universities – 10% of the student population or 500, whichever is lesser.
- If the response rate is lower than the limits mentioned by NAAC, the metric will not be taken up for evaluation.
- SSS will be completed within 30 days simultaneously with Data Validation and Verification (DVV) process.
- As soon as survey is initiated by the coordinator of NAAC it has to be completed within 10 days.
- The institute can encourage students to participate in survey and guide them about survey to make the SSS possible within the given time period of 10 days.
- SSS questionnaire is in English. NAAC website will have both English and Hindi version available. If needed HEIs can make local language translation available for information of students before they take the survey.

Guidelines for Students

NAAC (National Assessment and accreditation council) is conducting a Student Satisfaction Survey regarding Teaching – Learning and Evaluation, which will help to upgrade the quality in higher education. A student will have to respond to all the questions given in the following format with her/his sincere effort and thought. Her/his identity will not be revealed.

### छात्रसन्तुष्टिसर्वेक्षणम् उच्चशिक्षासंस्थानानां मार्गसूचिका:

1. उच्चशिक्षासंस्था: नियतदत्तांशव्यवस्थया छात्राणां सूचीं जालस्थाने उपारोपयेयुः।
  2. रामूपपरिषदः निर्दिष्टप्रारूपानुसारेण दत्तांशः आरोपणीयः।
  3. दत्तांशे स्तम्भनामानि नैव परिवर्तनीयानि। किमपि स्थानं रिक्तं न भवेत्।
  4. एकस्य एव छात्रस्य पुनः प्रविष्टिः न स्यात्।
  5. छात्रसङ्ख्या, प्रवेशसङ्ख्या इति स्तम्भद्वयं दृश्यते। क्वचिद् द्वयमपि एकमेव स्यात्। एकैव सङ्ख्या उभयत्र योजनीया।
  6. आहत्य छात्रसङ्ख्या IICA मध्ये सूचितसङ्ख्यापेक्षया अधिका न स्यात्।
  7. छात्रसन्तुष्टिसर्वेक्षणं (SSS) संस्थायाः दत्तांशपरीक्षणप्रमाणीकरणप्रक्रियायाः समकालमेव क्रियते।
  8. सर्वेक्षणप्रश्नावली तावत् (20+1) छात्राणां कृते ई-मेल द्वारा प्रेषणीया।
1. द्विवारं सर्वेक्षणाय प्रयासः अनुमन्यते।
  2. विश्वविद्यालयानां कृते न्यूनतमं दशप्रतिशतं यद्वा पञ्चशतच्छात्राणां प्रतिस्पन्दः अपेक्षितः।
  3. यदि च प्रतिस्पन्दः अपेक्षितसंख्यया न्यूनः, तर्हि तत् मूल्याङ्कने न परिगण्यते।
  4. सर्वेक्षणमेतत् त्रिंशत् दिनेषु समापनीयम्।
  5. रामूपपरिषदः संयोजकेन सर्वेक्षणप्रक्रियायाः आरम्भाद् अनन्तरं दशसु दिनेषु विश्वविद्यालयेन प्रक्रिया पूरणीया।
  6. संस्था च सर्वेक्षणे भागग्रहणाय दशदिनेषु पूरणाय च छात्रान् प्रेरयेत्।
  7. प्रश्नावली आङ्ग्ले/हिन्दां/संस्कृते च अपेक्षायां सत्यां स्थानीयभाषायाञ्च उपलभ्येत अपि च छात्रेषु अस्य पूर्ववितरणं करणीयम्।

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#### STEP 1 READ CAREFULLY SURVEY QUESTION.

Read carefully all Survey Questions then only tick on the available option. Every Survey Question have five options.

#### STEP 2 REGISTRATION

First, please REGISTER (click Register button) yourself by filling primary necessary (e-mail, mobile) details and a secured password to LOGIN the application.

[Registration \(register.php\)](#)

#### STEP 3 LOGIN

With e-mail/Mobile and password kindly LOGIN to your application and fulfill the details of Application Form, Registration details, Application Details and submit.

[Login \(login.php\)](#)



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### Registration

Field's marked with \* are mandatory

#### BASIC DETAILS FOR LOGIN(YOU REQUIRED THESE DETAILS, EVERTIME YOU LOGIN)

Email \*

Eg: abc@xyz.com

Mobile \*

Mobile Number

Create Password \*

Password must be between 8 to 12 characte

#### PERSONAL DETAILS

Please Select Campus. \*

Select Campus

Name of the Student \*

Full Name

(Please do not write Mr./Ms./Sh./Smt./Dr./Prof.)

Date of Birth \*

- Date - - Month - - Year -

Category \*

--Select Category--

Nationality \*

Enter your Nationality

Please confirm, This is the first and only time you answer this survey. \*

--Select --

Gender \*

--Select Gender--

State of Domicile \*

Enter State of Domicile

Programme Name

--Select Program--

Student Unique Enrollment ID \*

Enter Student Unique Enrollment ID

Year of Joining \*

- Year -

Aadhar Card No.

Enter Aadhar Card No

#### CONFIRMATION

Make sure your Registration details are correct and true.

Register



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### Login

Please Login to continue.  
All fields are mandatory.

**LOGIN**

**Forgot Password?**  
**(forgot\_password.php)**