

## **DVV**

- 1. Can we submit additional information for DVV clarification through email or Support/Help desk**

**Please refer to the Cautionary note to the HEIs not to upload / provide additional information after submission of SSR/DVV clarification by email or through IMS dated 09/05/2019.**

**Please go through the link provided below for ready reference.**

**<http://www.naac.gov.in/images/docs/notification/Cautionary-note-to-the-HEIs-not-to-upload-or-provide-additional-information.pdf>**

**It is to inform all HEIs that the necessary documentation has to be provided during submission of SSR or during submission of DVV clarifications only. If any additional information provided after the submission of SSR/DVV clarifications by email or through IMS will not be accepted strictly.**

- 2. What needs to be done if the size of the data exceeds 5 MB per metric for DVV clarifications? Can it be send by courier/post or by email?**

**The available upload space for supporting data/documents towards clarification to Data Validation and Verification is 5 MB per upload. The institutions may please use this space as much as possible.**

**In case, if the documents size are more than 5 MB, the institutions may please host the concerned data/information in the HEI's website only and share the link of the same in response to DVV clarifications and/or in the templates during submission of SSR.**

**The HEI also needs to ensure that the links provided by them are working / operational, failing which DVV's decision would be considered as final.**

**Sharing of data through Google drives or any other sources (except for the HEI's website) is prohibited for security reasons and will not be considered for validation.**

3. **What needs to be done at time of DVV clarification if files are having size greater than 5 MB, and it is not getting minimized up to the required size?**

**If the file size is bigger than the upload limit then please host the file on your institutional website and share the link with SSR/DVV through portal only. It is to further clarity that if the files hosted by you on your website should not be password protected.**

4. **Is there any provision to make any changes or update the data after submission of DVV?**

**Once the DVV clarification response process is completed by the institution responding to the queries raised by DVV, further consideration of any new submission of input/ document/ data is not possible.**

5. **Whether is it necessary to provide any evidences for the clarification sought for DVV submission?**

**All clarifications asked by DVV have to be Answered by submitting necessary/ appropriate supporting documents during DVV process within the stipulated time frame. Please submit all the evidences listed in Findings of DVV during DVV process only.**

6. **Is there any possibility to do any changes after the response to clarification sought by NAAC during DVV submission?**

**All the clarifications sought by DVV need to be responded only during the clarification process. Once the DVV process is over, no changes are possible.**

- 7. Is there any provision to correct the SSS data after the submission? For ex. discrepancy in student name or email IDs. How can the college correct it?**

**Once the data is submitted it is not possible to change or edit the provided data.**

- 8. Do you consider the Alumni students details for SSS process?**

**For Student Satisfaction Survey, the details of all students who are studying during ongoing academic year (students on roll) to be provided. Alumni Students details not to be provided.**