



स्वामी रामानंद तीर्थ
मराठवाडा विद्यापीठ, नांदेड

॥ सा विद्या या विमुक्तये ॥

स्वामी रामानंद तीर्थ मराठवाडा विद्यापीठ, नांदेड

'ज्ञानतीर्थ', विष्णुपुरी, नांदेड - ४३१ ६०६ (महाराष्ट्र राज्य) भारत

SWAMI RAMANAND TEERTH MARATHWADA UNIVERSITY, NANDED

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Established on 17th September, 1994, Recognized By the UGC U/s 2(f) and 12(B), NAAC Re-accredited with 'B++' grade

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राष्ट्रीय शैक्षणिक धोरण-२०२०
अंतर्गत GCC-TBC टायपिंग आणि
शॉर्टहॅन्ड कोर्सेसचा समावेश करणे
बाबत.

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या परिपत्रकान्वये सर्व संबंधितांना कळविण्यात येते की, दिनांक १७ जुलै २०२६ रोजी मा.विद्या परिषद बैठकीतील विषय क्र.१० मधील ०६ च्या ठरावानुसार राष्ट्रीय शैक्षणिक धोरण-२०२० अंतर्गत GCC-TBC टायपिंग आणि शॉर्टहॅन्ड कोर्सेस ०२ क्रेडिटचे SEC/VSC (Verticals) अभ्यासक्रमाचा समावेश करून शैक्षणिक वर्ष २०२६-२७ पासून सुरू करण्यास मा.विद्या परिषदेने मान्यता प्रदान केली आहे. त्यानुसार प्रस्तुत विद्यापीठातील इच्छुक विद्यार्थ्यांना सदर कोर्सेससाठी प्रवेश घेण्यासंदर्भात कळविण्यात येत आहे.

तरी, सदरील बाब ही सर्व संबंधितांच्या निदर्शनास आणून द्यावी, ही विनंती.

'ज्ञानतीर्थ' परिसर,

विष्णुपुरी, नांदेड - ४३१ ६०६.

जा.क्र.:शै-१/परिपत्रक/GCC-TBCटायपिंग/२०२६-२७/ 171

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उपकुलसचिव

शैक्षणिक (१-अभ्यासमंडळे) विभाग

प्रत माहिती व पुढील कार्यवाहीस्तव :-

- १) मा. कुलगुरू महोदयांचे कार्यालय, प्रस्तुत विद्यापीठ.
- २) मा. प्र.कुलगुरू महोदयांचे कार्यालय, प्रस्तुत विद्यापीठ
- ३) मा. अधिष्ठाता, सर्व विद्याशाखा, प्रस्तुत विद्यापीठ.
- ४) मा. संचालक, परिक्षा व मुल्यमापन मंडळ, प्रस्तुत विद्यापीठ.
- ५) मा. प्राचार्य, सर्व संबंधित संलग्नित महाविद्यालये, प्रस्तुत विद्यापीठ.

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**Proposal for Inclusion of GCC-TBC Typing and Shorthand
Courses under NEP-2020
Credit Framework**

Submitted To:

- **Vice-Chancellors of all Universities in Maharashtra**

Submitted By :

Maharashtra State Council of Examination, Pune

Date : 17th March, 2026.

Executive Summary

The implementation of the National Education Policy (NEP-2020) in Maharashtra has brought a credit-based framework for higher education, mandating students to earn 22 credits per year through six verticals, including Vocational and Skill-based Education (VSC) and Skill Enhancement Courses (SEC).

While the University Grants Commission (UGC) has already permitted students to earn up to 40% of their credits through SWAYAM online courses, it is imperative to expand the scope to state-level certified skill courses. Maharashtra State Examination Council conducts GCC-TBC (Government Commercial Certificate – Typing and Shorthand) courses in Marathi, Hindi, and English, which are recognized for both government and private employment.

This proposal strongly recommends the inclusion of GCC-TBC Typing and Shorthand courses under NEP-2020 as 2-credit skill-based courses in the SEC/VSC verticals. This integration will not only enhance employability but also align with NEP's vision of holistic, skill-oriented education.

1. Introduction :-

The National Education Policy (NEP-2020) has restructured higher education in India with a strong emphasis on flexibility, multidisciplinary learning, and skill development. Maharashtra has been proactive in implementing NEP, requiring students to earn 22 credits per year, across six defined verticals.

The UGC notification regarding SWAYAM courses allows students to claim up to 40% of their credits through online platforms. This model sets a precedent for incorporating other skill-based programs into the credit framework.

In this context, it becomes crucial to recognize the GCC-TBC Typing and Shorthand courses, conducted by the Maharashtra State Examination Council, as legitimate credit-bearing courses within the NEP framework.

2. Objectives of the Proposal :-

The key objectives of this proposal are:

- To integrate GCC-TBC Typing and Shorthand courses as Skill Enhancement Courses (SEC) or Vocational Courses (VSC) under NEP-2020.

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- To grant 2 credits per course in alignment with existing SEC/VSC verticals.
- To formally recognize state-certified skill courses in higher education curricula.
- To enhance student employability through practical, industry-relevant training.
- To strengthen Maharashtra's alignment with national-level education and skill development policies.

3. Current Scenario of GCC-TBC Courses :-

The Maharashtra State Examination Council has been conducting GCC-TBC Typing and Shorthand examinations for decades in multiple languages—English, Marathi, and Hindi.

- These courses are recognized qualifications for clerical, administrative, judicial, and stenographic positions in both government and private sectors.
- Typing and shorthand skills remain critical for legal documentation, corporate administration, data entry, journalism, and various professional domains.
- Thousands of students appear for GCC-TBC examinations every year, indicating their continued relevance and demand.

Currently, these courses exist as parallel certifications, not integrated into mainstream higher education curricula.

4. Relevance to NEP-2020 :-

The vision of NEP-2020 emphasizes:

- Skill-based education alongside academic knowledge.
- Employability enhancement through vocational training.
- Flexibility and multidisciplinary choices for students.

The GCC-TBC courses perfectly align with this vision by:

- Providing practical skills in communication, documentation, and office management.
- Equipping students for government and private employment opportunities.
- Encouraging lifelong learning through modular certifications.

Just as SWAYAM online courses have been permitted for credit transfer, GCC-TBC courses should be recognized at the state level for integration into the NEP framework.

5. Proposed Framework for Credit Integration :-

1. Course Category :-

- SEC (Skill Enhancement Course) / VSC (Vocational & Skill-based Course)

2. Credits:

- Each GCC-TBC course = 2 credits (TOTAL 24 COURSES)

3. Eligible Courses:

- English Typing (30 wpm, 40 wpm, 50 wpm, 60 wpm)
- Marathi Typing (30 wpm, 40 wpm)
- Hindi Typing (30 wpm, 40 wpm)
- English Shorthand (60 wpm, 80 wpm, 100 wpm, 120 wpm, 130 wpm, 140 wpm, 150 wpm, 160 wpm)
- Marathi Shorthand (60 wpm, 80 wpm, 100 wpm, 120 wpm)
- Hindi Shorthand (60 wpm, 80 wpm, 100 wpm, 120 wpm)

4. Course Duration :-

All the above courses have a duration of **six months** each covering minimum 80 hours for each subject. The courses include **English Typing (30, 40, 50, 60 wpm)**, **Marathi Typing (30, 40 wpm)**, and **Hindi Typing (30, 40 wpm)**- Total Typing Courses – 8 Courses. In addition, **English Shorthand (60,80,100,120,130,140,150,160 wpm)**, **Marathi Shorthand (60,80,100,120 wpm)**, and **Hindi Shorthand (60,80,100,120 wpm)** – Total Shorthand Courses – 16 Courses are also available. These courses (Total 24 Courses) are designed to enhance typing and shorthand skills for students.

5. Credit Mapping :-

- Duration of GCC-TBC training = Equivalent to minimum credit requirements under SEC.

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- Students who successfully pass GCC-TBC exams should be awarded credits within their academic transcript.

6. Universities' Role :-

- To recognize GCC-TBC certificates for credit transfer.
- To update curricula and examination rules accordingly.

6. Implementation Strategy :-

• Approval Stage:

- Proposal submission to the Hon. Director of Higher Education and Vice-Chancellors.
- University Academic Councils and Boards of Studies to formally adopt GCC-TBC integration.

• Execution Stage :-

- Students register for GCC-TBC courses through authorized training centres.
- On passing the examination, the State Examination Council issues certificates.
- Universities recognize these certificates and award credits.

• Monitoring & Evaluation:-

- Annual review by universities and the Higher Education Department.
- Student performance tracking and employability surveys.

7. Benefits of Inclusion :-

For Students:

- Acquisition of employable skills.
- Eligibility for clerical and stenographic posts in government jobs.
- Recognition of typing/shorthand training as part of their academic record.

For Universities:

- Strengthened skill-based learning verticals.

- Enhanced alignment with NEP-2020.
- Increased student enrolment and satisfaction.

For the State :-

- Standardized skill education across Maharashtra.
- Better alignment with Digital India and Skill India initiatives.
- Contribution to reducing unemployment through skill certification.

8. Conclusion & Recommendations :-

The inclusion of GCC-TBC Typing and Shorthand courses in the NEP-2020 credit framework is both timely and essential. These courses represent a vital link between academic education and practical employment skills.

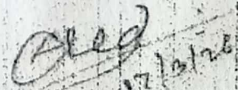
We strongly recommend that :

1. GCC-TBC courses of English Typing (30,40,50,60 wpm), Marathi Typing (30,40 wpm), Hindi Typing (30,40 wpm) each, Computer Shorthand Courses English (60,80,100,120,130,140,150,160 wpm), Marathi (60,80,100,120 wpm), Hindi (60,80,100,120 wpm) each be recognized as 2-credit SEC/VSC courses across all universities in Maharashtra.
2. Universities adopt credit transfer mechanisms for GCC-TBC Certification.

This initiative will not only benefit students, but will also serve Maharashtra's larger vision of holistic and skill-oriented higher education.

Annexures

1. Syllabus of GCC-TBC Courses.


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