



Email ID and Mobile number

Kindly Note the below Instructions while drafting the covering letter:

1. Consent letter for being the Host University would be provided by the University (as per the proforma suggested by CEC to be printed on the University letter head). The applicant may fill in the details in the sample proforma and enclose the filled in form as required with correct details. (Ref Annexure V)
2. If it is a Board of Studies of autonomous college that may be duly mentioned in the covering letter . Only syllabus approved by the BoS may be developed for MOOC's ,if your developing a new syllabus, the same has to be approved by your respective BoS)
3. Please include the first page of the syllabus booklet where the list of all the courses, their credits, etc., along with the name of the program is mentioned attested by the respective HoD's.