**Guidelines for Submitting Programme Proposals**

(i) Programme’s mission and objectives.

(ii) Relevance of the program with University’s Mission and Goals

(iii) Nature of prospective target group of learners

(iv) Appropriateness of programme to be conducted in Open and Distance Learning and/or Online mode to acquire specific skills and competence.

(v) Instructional Design:

1. Curriculum Design
2. Detailed Syllabi
3. Duration of Programme
4. Identification of Media (Print/ Audio/ Video/ Computer Aided Systems)

(vi) Procedure for admissions, curriculum transaction and evaluation

(vii) Requirement of Library Resources