

Annexure-5: Programme Development Form (PDF)

UTTAR PRADESH RAJARSHI TANDON OPEN UNIVERSTY, PRAYAGRAJ

Programme Development Form (PDF) (For approval of the School Board & Academic Council)

- i) Programme Title & Code : _____
- ii) Total Credits: _____
- iii) Medium of Instruction: _____
- iv) Duration of the programme: Minimum _____ years; Maximum _____ years
- Readmission duration _____
- v) Eligibility for admission: _____
- vi) Name of the School(s) proposing the Programme: _____
- vii) Name of the Programme Coordinator (s) _____
- viii) Programme structure and course contents

- Broad structure (give attachment in the following format as Appendix 1 and syllabi as Appendix-II):

S. No	Title of the course	Type of course Compulsory Elective Theory Practical Project etc	Course credits	Courses to be developed /adopted/ adapted and from where	Proposed no. of blocks/ manual/ workbook etc.	Proposed A/V component	Web based component (such as MOOCs/ OERs/ Online Courses)		Proposed no of Interactive Radio Counselling Sessions / Teleconferencing Sessions	Proposed no. of Counselling sessions (total hours)	Any other component
							Synchro-nous (total hours)	Asynchr-onous			

- Special features/requirements, in respect of design, development, delivery and evaluation strategy:
- Any special qualification needed for course writers/editors:
- Qualification of the Academic Counsellors:

ix) Proposed Schedule for Course Development
Development Phase (in the format given below)

Title of course	Date by which CRC of all print materials will be ready for printing	Date by which all e- content will be uploaded on the Website/ Portal/ SWAYAM

x) **Specify special infrastructure requirements, if any:** _____

xi) **Expected enrolment (per cycle /annual) and its Rationale:**

xii) **Proposed budget for design & development of the programme:**

Design _____

:Development : _____

xiii) **Estimated fee of the programme**

(Planning Board may work out the cost of delivery, and accordingly set fee of the programme.)

xiv) **Status of Approval of Programme Proposal Form by School Board and Planning Board**

	Meeting No. with Dates	Item No.	Extract of the Minutes <i>(please enclose copy of relevant Minutes)</i>
School Board			
Planning Board			

Name & Signature of the Programme Coordinator (s)

**Name & Signature of the Director
with seal**

xv) **Recommendation of the School Board on PDF and PPR (for placing before Academic Council)**

(to be filled up after approval of School Board) (please attach relevant extract of the Minutes)

Status of Approval by School Board			
	Meeting No. with Dates	Item No.	Extract of the Minutes <i>(please enclose copy of relevant Minutes)</i>
Programme Development Form			
Programme Project Report			

**Name & Signature of the Director
with seal**

Enclosures:

1. PPF with relevant extract of the Minutes of School Board and Planning Board.
2. PPR along with Minutes of Meeting of the School Board that considered Programme Development Form (PDF)