SEEKING APPROVAL OF A SHORT TERM COURSE UNDER QIP

1. Title of the Course :

2. Coordinator (s) / Dept. :

3. Proposed Dates :

4. Objective of the Course :

5. Course Contents :

6. Proposed No. of Participants : Maximum 30 (QIP category)

7. Do you propose to open this course for self-financed persons from elsewhere? If yes, a separate form is required.

8. Facilities Required:

   1. No. of rooms in VH (please check the availability with CCE Office in advance)
   2. Class room
      - Class Room near CCE Office (capacity 45)
      - Conference Room near CCE Office (capacity 30)
      - Seminar Room (Small) in PBCEC (capacity 36)
      - Conference Room in PBCEC (capacity 20)
      - Seminar Room (Big) in PBCEC (capacity 64)
      - I. I. T. Outreach Centre at Noida (Sector 62)
      For requirement of larger rooms, please make booking with Incharge, Lecture Hall Complex directly.
   3. Audiovisual Equipments:
      Please move papers a week before the date of course.

Signature of the Course Coordinator (s)

Recommended

Head of Department

APPROVED

Head, CCE