All teaching faculty of the Banaras Hindu University are invited to submit proposals for new degree/diploma courses that can be initiated under the IoE support. The proposals may be mooted by individual or group of teachers or by a department/ centre/ faculty/ institute. Proposals by individual or group of teachers should be forwarded (through email) through the concerned departments/centres/schools and Dean of the faculty with their comments. In addition, the proposers may also send a soft copy of their proposals to Dy. Registrar (Acad). **The concerned Dean of the faculty would forward all the proposal/s (through email) to Dy. Registrar (Academic) on or before 4th May 2020 with specific comments**.

**Format for submission of a proposal for starting a new degree/diploma course under the IoE programme**

1. **Name/s of Proposer/s together with details of associated Department/Centre/School and Faculty**:
2. **Nature of Programme**: specify if the proposal is for a Degree (UG/PG) or Diploma (UG/PG) or Dual degree programme
3. **Name of the proposed programme**:
4. **Proposed number of seats:**
5. **Proposed Duration of the programme**:
6. **Campus of BHU where it is proposed to be run**: Main campus (different faculties and/or MMV) or the RGSC
7. **Relevance and academic utility of the proposed programme**: Provide a statement (in 300 words) on the need for the proposed programme and how would it be useful for students with respect to their career (academic and/or job) prospects. Also mention the possibility of international academic collaborations with reputed foreign universities encompassing student, faculty exchange and credit transfer between universities.
8. **Names and affiliations of BHU faculty members who would be responsible for the proposed new programme**: (For a new degree/diploma programme generally at least five faculty members should be identified and their formal consent be obtained)
9. **How would the new course enhance academic excellence at BHU**: (state in ~300 words):
10. **How is the proposed programme distinct from the existing academic programmes**: (200 words)
11. **Budget requirements**:
	* 1. **Staff**: (The programme should start with existing academic and support staff. Any future requirements may be listed giving timeline and justification):
		2. **Fee structure**: (the new programme should be largely self-supporting, without compromising its academic quality; provision for fellowships for meritorious/economically weaker sections should be made and specified; provide proposed fee structure for coming five years, and the expected geographical spread of applicants):
		3. **Essential non-recurring and recurring costs required from IoE grants**: (List such requirements together with justification and time line)
		4. **Honorarium for Guest Faculty**: (Specify if guest faculty (from within BHU or outside) would be essential for the programme and if any honorarium would be payable. Provide an estimate of number and expenditure on this account)
12. **Space**: The programme should be initiated in the existing space available within the department/centre. Additional building space may not be feasible in the near future.

**Name/s of Proposer/s:**

**Date:**