Instructions for submitting proposal for recognition/equivalency to the programmes of other Universities/institutions (No need of submitting proposal if the programme done is already equivalent under the University of Calicut)

1. The candidates submitting proposal shall submit a request (either typed or handwritten) on A4 sheet paper to **the Registrar, University of Calicut, Calicut University P.O, Malappuram-673635** specifying the name of programme done, name of the University, mode of study & programme under this University to which equivalency is required.

2. Request can be submitted either directly or by post.

3. The following attachments are mandatory along with the request.

a. Duly filled in proposal form **(Proposal form can be downloaded from the University Website)**

b. Hard and soft copy of the regulations, scheme and syllabus of the programme to which equivalency is required [to be attested (seal and signature of the attesting officer and office seal) by the Registrar of the University/Head of the Institution concerned] Soft copy to be in a CD and shall be less than 25 MB in size or, send via Mail. **Mail id : eqmg@uoc.ac.in**

c. Self attested copies of the mark lists,certificates and valid document to prove mode of study(TC/CC or a letter from the Head of the institution)These details shall be included in the CD also along with the regulations,scheme and syllabus.

d. Receipted challan of Rs**.650**/-

***** Those who submit proposal for equivalency under Fast Track Mode **shall attach relevant document in support of exigency** involved in choosing the Fast track mode. (Proposal fee under FastTrack Rs.**3200**/-)

Proposal fee can be paid through E-payment - Instant Web Payment System of the University of Calicut selectingthe purpose **' FREE -FEE FOR THE CONSIDERATION OF PROPOSAL FOR RECOGNITION/EQUIVALENCY OF A PROGRAMME OF OTHER UNIVERSITIES / INSTITUTION'.**