

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.
 - 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.615/-

* 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 Fast Track Rs.3045/-)

Proposal fee can be paid through E-payment - Instant Web Payment System of the University of Calicut selecting the purpose '**FREE -FEE FOR THE CONSIDERATION OF PROPOSAL FOR RECOGNITION/EQUIVALENCY OF A PROGRAMME OF OTHER UNIVERSITIES / INSTITUTION**'.1

NB:-Fast track procedure applicable for regular programmes only. No fast track procedure for distance/correspondence/private programmes.