



# பெரியார் பல்கலைக்கழகம், சேலம்

## PERIYAR UNIVERSITY

SALEM – 636 011, TAMIL NADU

NAAC A++Grade – State University – NIRF Rank 73, ARIIA Rank 10

Phone: 0427-2345766, 2346268, 2346269 Fax: 0427-2345124

E-mail: duic@periyaruniversity.ac.in

### Periyar University guidelines for the Directorate of University-Industry Collaboration (DUIC) of Periyar University

The guidelines to establish University Industry Collaborative Programmes as a separate entity are outlined as

1. Preamble
2. Objectives
3. Centres under DUIC
  - 3.1 Centre for Industrial Skill Courses and Programmes (CISCOP)
  - 3.2 Centre for Industrial Skill Training, Apprenticeship and Development (CISTAD)
  - 3.3 Centre for Industrial Research and Consultancy (CIRCON)
4. Annexures

The guidelines are detailed as follows

#### **1. Preamble**

UICP is established at Periyar University in the year 2011 by clustering all off-campus programmes offered from 2005 to 2010 and functioning effectively by linking industrial partners (34 Industrial Partners between 2011 and 2018 and 7 Industrial Partners at present) to offer short-term (minimum 10 days to maximum 2 months), Certificate (6 months), Diploma (1 year), Advanced Diploma (2 years/3 years), UG degree (3 years) and PG Diploma (1 year) and PG degree (2 years) on full time basis. The industrial partners are affiliated to the University as per the norms prescribed by the University under Periyar Institute of Distance Education and offering programmes as per the directives and guidelines of distance education.

By considering the significance of University-Industry interactions at both national and international level to address the skilled human competitiveness, innovation and entrepreneurship, the University-Industry collaborative programmes can be well established as a separate entity at Periyar University by adopting the **UGC guidelines for establishing University-Industry interlinkage centers in the University (2015) and Skill Hub Initiative of Government of India (PMKVY 3.0)**. Further the working group report (2019) of the UGC on University industry linkage and Framework of Industry-University Linkage in Research of DSIR, Ministry of Science and Technology were also taken into consideration for preparing these guidelines.

#### **2. Objectives of the Directorate of University-Industry Collaboration (DUIC) of Periyar University**

The main objectives of the DUIC are to

- Collaborate and affiliate industries to offer Short-term, Certificate, Diploma, Advanced Diploma, PG Diploma, UG and PG Degree programmes as per the national and international needs

- Create skilled manpower for industry requirements at various levels and maintain (*Labour Market Information*) for the region in collaboration with government agencies and industries' associations
- Initiate research and development as per the emerging requirements of industries.

### **3. Centres under DUIC**

To accomplish the above objectives, it is proposed to establish the following centres

1. Centre for Industrial Skill Courses and Programmes (CISCOP)
2. Centre for Industrial Skill Training and Development (CISTAD)
3. Centre for Industrial Research and Consultancy (CIRCON)

#### **3.1 Centre for Industrial Skill Courses and Programmes (CISCOP)**

The CISCOP is being established to impart new-age skills and technical knowledge required for the industries. This centre will bridge the skill gap prevailing in the industrial sector. Appropriate sector skill councils of NSDC will be linked to integrate skill based courses in various programmes. The functions/role of the CISCOP are described below.

##### **3.1.1 University Industry Linkage Mechanism**

Institutions with industrial units (Manufacturing / Trade and Finance / Computer and Information Science / Health Care / Hotel and Travel and other sectors) / Industrial Units alone/AICTE approved Stand Alone Institutions having adequate academic and physical resources shall be collaborated with the University by signing an MoU/MoA specifically framed with financial commitments approved by the statutory bodies of the University. The role of the University and the Industrial partner shall be defined with terms and conditions as clauses in MoU by considering the UGC-UIL guidelines (2015) for the establishment of CISCOP.

##### **3.1.2 Governance**

The CISCOP shall be headed by a Nodal Officer duly nominated by the Vice Chancellor. An advisory committee may be constituted under the chairmanship of the Vice Chancellor which will monitor and evaluate the progress of the centre on quarterly basis. The advisory committee comprising of the following members

S.No.	Composition	Position
1	Chair Person	Vice Chancellor
2	Member	Director, DUIC
3	Member	Member of the Syndicate
4	Member	Director, IQAC
5	Member	One Representative from CII
6	Member	Three Representatives from MSME i. Manufacturing ii. Services iii. Agriculture
7	Member	Two Academic Experts
8	Member Secretary	CISCOP – Nodal Officer

##### **3.1.3 Affiliation Norms**

A well-established Institution with industrial units/Industrial Units alone/AICTE approved Stand Alone Institutions with at least 3 years of its existence having

adequate academic and physical resources can affiliate with Periyar University as per the rules and regulations in force issued by UGC and Tamil Nadu State Government.

Any of the technical institute without an industrial unit would like to sign an MoU with the University under CISCOP should have an approval from the AICTE/relevant bodies. The affiliated industrial partners shall be permitted to offer PG programmes only after acquiring an experience of minimum three years in offering UG Degree Programmes.

The institutions already affiliated under UICP shall continue to offer programmes by renewing their MoU and adopting the revised guidelines of the CISCOP from the academic year 2022-23. The application format for institution/Industries affiliation is enclosed as annexure I.

Based on the application with the prescribed fee, internal scrutiny committee will evaluate the suitability of the application. The eligible institutions/industries will be inspected by a commission after paying the appropriate fees to ascertain the physical and human resources availability and recommends to the affiliation committee for its approval. It is the responsibility of the institute / industry concerned to arrange qualified professionals for teaching. The approved institutions/industries will remit the affiliation fee and other relevant fees prescribed by the University to offer the approved programmes. The fee prescribed for affiliation process is depicted in Annexure II.

Each affiliated institute / industry shall remit refundable deposit of Rs.2 Lakh to the University and the interest earned from the deposit will be utilized by the University to conduct sensitization, capacity building and faculty development programmes.

### **3.1.4 Regulations to Offer Programmes**

#### **i. Curriculum Framework and Syllabus**

A unique curriculum has to be framed with detailed syllabus for various programmes to be offered under CISCOP by addressing the local, national and international needs, imparting skills, integrating NSDC QPs (Qualification Packs) and generating employability and entrepreneurship through separate Board of Studies (BoS) for the respective sector with the approval of the Statutory Bodies.

The age limit, eligibility criteria for admission and medium of instruction for various programmes shall be prescribed by the Board of Studies concerned. The curricular framework describing the credits, duration and hours of learning is provided below.

<b>S.No.</b>	<b>Name of the Course/Programme</b>	<b>Total Credits</b>	<b>Hours of Learning</b>	<b>Duration</b>
1	Short-Term Courses	15	225	3 months
2	Certificate Programmes	30	450	6 months
3	Diploma Programmes	60	900	One year
4	Advanced Diploma Programmes	120	1800	Two Years
5	PG Diploma Programmes	60	900	One year
6	UG Degree Programmes	180	2700	Three years
7	PG Degree Programmes	120	1800	Two years

Note: The credit should be distributed for theory and practical as 40:60 and in alliance with the NSQF guidelines.

Board of Studies for each course/programme comprises of the following members.

S.No.	Composition	Position
1	Chair Person	Academician nominated by Vice Chancellor
2	Member	Academic Experts
3	Member	Industrial Experts
4	Member	One Representative from Sector Skill Council
5	Member	Representative from institution/industry concerned
6	Member	Job-role Representative
7	Member Secretary	CISCOP – Nodal Officer

The concerned institution/industry offering the courses/programmes has to propose curriculum and syllabi to the Board of Studies for discussion and finalization. The finalized curriculum and syllabi shall be offered after the approval by the Statutory Bodies of the University. The format for proposing the curriculum and the syllabi are enclosed as Annexure III.

#### **ii. Fee Structure**

The fee structure shall be prescribed for respective programmes indicating the percentage of share between the University and Institutions with industrial units/Industrial Units alone/AICTE approved Standalone Institutions and its mode of operation and management. The course/programme fee has to be fixed in accordance with the nature of the skill component involved and shall be explicitly drafted in the MoU/MoA signed between the institution concerned and Periyar University. The examination fee and other fee related to the issue of certificates should be paid separately to the Controller of Examinations. Further, if any fees related to the assessment of NSDC QPs shall be paid to the concerned sector skill councils through CISCOP.

#### **iii. Admission Process**

The eligibility prescribed by the respective Board of Studies of Periyar University has to be followed for the students to be admitted under CISCOP. Relaxation in the eligibility criteria should not be entertained. The affiliated institute / industry shall take sufficient measures to promote the courses/programmes for admission. All applicants for the respective courses/programmes have to apply through online portal of the Periyar University by remitting the prescribed application fee. The University shall verify the eligibility conditions of applied candidates and eligible applications will be forwarded to the concerned institute / industry for further process

The University reserves the right to cancel the admissions if any violations / malpractices found in the due course. No industry / institute is permitted to admit the students beyond the strength sanctioned by the University.

#### **iv. Teaching-Learning Process**

Institutes/Industries are fully responsible for the teaching-learning process of the approved courses/programmes by following the recommendations of BoS concerned. The learning materials shall be made available to the learners by the

institutes/industries. The teaching learning process will be monitored through periodic visits by nominated members from the University.

#### **v. Evaluation and Certification**

A separate division shall be established in the Controller of Examinations to execute the evaluation and certification process for CISCOP. The aligned NSDC QPs are assessed by the concerned sector skill council and the statement of marks shall be issued by both the University and sector skill council. The common evaluation pattern followed in programmes offered by University Departments shall be adopted for all courses/programmes under CISCOP. The passing minimum for each course shall be in accordance with the criteria in force for the courses under programmes offered by the University Departments.

##### **3.1.5 Quality Assurance Mechanism**

The advisory committee shall frame generic policy for quality assurance in association with the IQAC of the Periyar University which ensures the demand ratio of 1:3 or more, effective teaching-learning process, examination reforms, globally demanded career prospective certification mechanism for the approved and affiliated programmes under CISCOP.

##### **3.1.6 Grievance Redressal Mechanism**

The grievances raised by the affiliated institute/industry and other stakeholders including faculty and students shall be redressed through a specific grievance redressal committee constituted by the University in compliance with UGC guidelines for the grievance redressal mechanism. Any disputes arise in the implementation of this guideline between the University and Industry is subject to the Salem jurisdiction.

##### **3.1.7 Linkages with NSDC**

The CISCOP shall link with concerned sector skill council of NSDC as per the QPs adopted in concerned programmes to impart specific skills and its certification.

**The above said regulations shall be revised or updated as and when required.**

#### **3.2 Centre for Industrial Skill Training, Apprenticeship and Development (CISTAD)**

CISTAD focuses on creating job-specific skill-oriented talent pool to improve the productivity, reskilling and upskilling, and extend its responsibility by linking the youth to livelihood through **Skill Knowledge Providers or Training Partners**. The CISTAD offers one-day to one-month skill training and 1-6 months apprenticeship to impart the knowledge specific, employability and entrepreneurship skills among the youth and existing human resources in the industrial sector.

The functions and role of CISTAD are described below.

##### **3.2.1 Governance**

The CISTAD shall be headed by a Nodal Officer duly nominated by the Vice Chancellor. An advisory committee may be constituted under the chairmanship of the Vice Chancellor which will monitor and evaluate the progress of the centre on quarterly basis. The advisory committee comprising of the following members.

S.No.	Composition	Position
1	Chair Person	Vice Chancellor
2	Member	Director, DUIC
3	Member	Member of the Syndicate
4	Member	Director, IQAC
5	Member	One Representative from BIC@PU
6	Member	Project Director from TNSDC
7	Member	Three Representatives from MSME i. Manufacturing ii. Services iii. Agriculture
8	Member	Two Academic Experts
9	Member Secretary	CISTAD – Nodal Officer

### **3.2.2 Skill Knowledge Providers or Training Partners**

The skill knowledge providers or training partners are industries, corporates/companies, manufacturers, service providers, NGOs, marketers/traders, industrial associations, farmer producing companies, institutes affiliated to DUIC, university departments and affiliated colleges who possess the required physical infrastructure and trained professionals. The skill knowledge providers or training partners shall collaborate with the University by signing an MoU/MoA specifically framed with financial commitments approved by the statutory bodies of the University. The role of the University and the skill knowledge providers or training partners shall be defined with terms and conditions as clauses in MoU/MoA by considering the schemes under NSDC, Ministry of Skill Development and Entrepreneurship and Tamil Nadu Skill Development Corporation.

### **3.2.3 Affiliation Norms**

The approved skill knowledge providers or training partners can affiliate with Periyar University by submitting the prescribed application form with necessary enclosures along with undertaking and roadmap to offer industrial skill development trainings and apprenticeship. The application format is enclosed as Annexure IV.

Based on the application with the prescribed fee, internal scrutiny committee will evaluate the suitability of the application. The eligible skill knowledge providers or training partners will be inspected by a commission after paying the appropriate fees to ascertain the physical and human resources availability and recommends to the affiliation committee for its approval. It is the responsibility of the skill knowledge providers or training partners concerned to arrange qualified professionals for skill training. The approved skill knowledge providers or training partners will remit the affiliation fee and other relevant fees prescribed by the University to offer the approved training programmes. The empanelment of skill knowledge providers or training partners will be renewed once in three years. The fee prescribed for affiliation process is depicted in Annexure II.

### 3.2.4 Regulations to Offer Trainings and Apprenticeship

#### i. Training and Apprenticeship Modules

The specific skill training and apprenticeship modules have to be framed by skill knowledge providers or training partners concerned and approved through separate Board of Training (BoT) for CISTAD and updated periodically based on the feedback from the trainees, trainers and other relevant stakeholders. The training can be in the form of workshop, hands-on-training, capacity building, panel discussion, brainstorming sessions, on-the-job training, internship and apprenticeship. There is no age limit and academic eligibility criteria for admission.

S.No.	Type of Trainings	Duration	Total Credits	Hours of Learning
1	Short-term	1-10 days	*	6-80
2	Training of Trainers	7-30 days	2-7	56-210
3	Internship	10-30 days	1-5	80-210
4	Apprenticeship	1-6 months	4-24	210-1250

Note: \*The credit can be calculated based on the hours of training. For serial number 1 and 2, one credit is equal to 30 hours of learning; For serial number 3 and 4, one credit is equal to 45 hours of learning.

Board of Training (BoT) comprises of the following members.

S.No.	Composition	Position
1	Chair Person	Academician nominated by Vice Chancellor
2	Member	Two Academic Experts
3	Member	Two Industrial Experts
4	Member	One Representative from Skill Knowledge Provider or Training Partner
5	Member Secretary	CISTAD – Nodal Officer

The concerned skill knowledge providers or training partners offering the training and apprenticeship have to propose the training module with detailed structure for implementation to the Board of Training (BoT) for its approval.

#### ii. Fee Structure

The training and apprenticeship fee has to be fixed in accordance with the nature of the skill component involved and shall be explicitly drafted in the MoU/MoA signed between the skill knowledge providers or training partners concerned and Periyar University. The assessment fee and fees related to the issue of certificates should be paid separately to the CISTAD.

#### iii. Admission Process

The candidates can register for the respective training and apprenticeship through online portal of Periyar University till the start of the session. The maximum number of registrants shall be decided by the skill knowledge providers or training partners.

#### iv. Teaching-Learning Process

Skill knowledge providers or training partners are fully responsible for the delivery of training modules by following the recommendations of the BoT concerned.

The learning materials shall be made available to the learners by the skill knowledge providers or training partners.

#### **v. Assessment and Certification**

The skill knowledge providers or training partners are fully responsible for assessing the impact of training in the presence of University Nominee and the certification shall be provided through CISTAD.

##### **3.2.5 Quality Assurance Mechanism**

The quality of training and apprenticeship will be assessed through feedback mechanism by the University.

##### **3.2.6 Grievance Redressal Mechanism**

The grievances raised by the skill knowledge providers or training partners, trainers and trainees shall be redressed through a specific grievance redressal committee constituted by the University for DUIC in compliance with UGC guidelines for the grievance redressal mechanism. Any disputes arise in the implementation of this guideline between the University and skill knowledge providers or training partners is subject to the Salem jurisdiction.

##### **3.2.7 Linkages with Training Schemes**

The CISTAD may link with concerned training schemes under various government and non-government agencies to impart specific skills and its certification.

**The above said regulations shall be revised or updated as and when required.**

### **3.3. Centre for Industrial Research and Consultancy (CIRCON)**

CIRCON is the nodal centre for operating industry sponsored research projects and consultancy services. The CIRCON will provide ready to implement solution to the problem statements proposed by the industries/companies/corporates/government agencies/NGOs etc. through research and innovation process. In addition, the CIRCON also provide consultancy services to industries/companies/corporates/government agencies/NGOs etc. in alignment with University consultancy policy by nominating suitable team of consultants. The roles and responsibilities of CIRCON are defined as follows.

#### **3.3.1 Governance**

The CIRCON shall be headed by a Nodal Officer duly nominated by the Vice Chancellor. An advisory committee may be constituted under the chairmanship of the Vice Chancellor which will monitor and evaluate the progress of the centre on quarterly basis. The advisory committee comprising of the following members.

<b>S.No.</b>	<b>Composition</b>	<b>Position</b>
1	Chair Person	Vice Chancellor
2	Member	Director, DUIC
3	Member	Member of the Syndicate
4	Member	Director, IQAC
5	Member	Representatives each from IIC & BIC@PU



6	Member	Three Representatives from MSME i. Manufacturing ii. Services iii. Agriculture
7	Member	Two Academic Experts
8	Member Secretary	CIRCON – Nodal Officer

### 3.3.2 Industry Sponsored Research Projects

The implementation procedure for industry sponsored research projects are as follows.

- The CIRCON will invite the problem statements from the industries/companies/corporates/government agencies/NGOs etc. through online portal by paying a processing fee of Rs.100/-
- The submitted problem statements are scrutinized and validated by a specially constituted team of experts by including a member from advisory committee of CIRCON. The team of experts may comprise of academicians/scientists in the problem specific domain, member nominated from IIC and Incubation Centre of Periyar University
- The validated problem statements are circulated among the students, scholars and faculty members to submit their valid ideas to solve the problem using the prescribed template
- The best idea is selected by the problem proposer and groomed for pitching
- The project execution team (3-5 members) is formulated in multidisciplinary mode with mentors/facilitators in consultation with problem proposer
- The project management canvas and value proposition of the best idea has to be submitted by the project execution team
- The techno-economic feasibility of the project will be finalized in mutual consultation with problem proposer and the CIRCON will sign an MoU/MoA towards implementation of the project
- The problem proposer is fully responsible for the expenses incurred towards the execution of the project and wherever feasible, contribution from the schemes obtained by the University will also be considered
- The progress of the project will be monitored periodically by the advisory committee as per the duration of project
- The outcome of the project in terms of publications, patents, copyrights, trademarks, product license etc. will be protected through IPR Cell of Periyar University
- If the progress is not satisfactory, the advisory committee has the right to take any remedial measure deemed to be fit
- Any financial and non-financial outcome that accrued through the project will be shared equally between the proposer and the execution team.

### 3.3.3 Industrial Consultancy Services

CIRCON is responsible for framing the terms and conditions of consultancy as per the nature of the consultancy services sought by the client. The CIRCON will

offer knowledge consultancy, technical consultancy and management consultancy to the client. The clients can be industries/companies/corporates/government agencies/NGOs etc. The consultancy services are offered through the following mechanism.

- A consultant pool will be created and updated by CIRCON based on their expertise and willingness
- Clients can seek consultancy services through online portal of CIRCON by paying a processing fee of Rs.100/-
- CIRCON will place the received proposal before the registered consultants specific to the requirement
- The project cost and consultancy plan has to be proposed by the selected consultant(s) to the client for approval
- If approved, consulting process will be initiated by signing an MoU/MoA specifying the components for general expenditure commitment by the client and the fee for consultant which only be shared between the consultant and CIRCON
- The progress of the consultancy services will be monitored periodically by the advisory committee and if the progress is not satisfactory, the advisory committee has the right to take any remedial measure deemed to be fit.

#### **3.3.4 Grievance Redressal Mechanism**

The grievances raised by the stakeholders of the CIRCON shall be redressed through a specific grievance redressal committee constituted by the University for DUIC in compliance with UGC guidelines for the grievance redressal mechanism. Any disputes arise in the implementation of this guideline between the University and Industry is subject to the Salem jurisdiction.

**ANNEXURE - I**  
**PERIYAR UNIVERSITY**  
**Directorate of University-Industry Collaboration (DUIC)**

**APPLICATION FORM FOR AFFILIATION UNDER CISCOP**

S.No.	Particulars	Details to be filled
1.	Name of the proposed/existing institute / industry	
2.	Registered Address	
3.	Phone No./Fax No.	
4.	Name and Designation of the Single Point of Contact (SPOC) with Mobile No.	
5.	Official Email ID	
6.	Website Address	
7.	Nature of the institute / industry a. Registered and Licensed Society/Trust/Company/Organisation (Industrial Unit) b. Institution with registered Industrial Unit c. Standalone institute approved by AICTE (Enclose copy of the registration documents/trust deed/agreements etc. with GST and PAN number)	
8.	Date and Year of Establishment	
9.	Area of Business Expertise (Enclose detailed information with proper evidences such as Brochure, Annual Report, Last three years Audited Statements etc.,)	
10.	Nature of programmes proposed to offer a. Periyar University approved/existing programmes or b. Newly suggested programmes (Enclose the curricula and syllabi in the prescribed format for University approval)	
11.	Nomenclature of the programmes applied for	1. 2. 3. 4. 5.
12.	Infrastructure facilities existing for the programmes applied for a. Built in area (in sq. m.) (Enclose blueprint of the building)	

	b. Owned/Rented/Leased (Enclose the ownership/rental/leased documents/agreements)	
	c. Number, size and area of the each office room	
	d. Number, size and area of the each class room	
	e. Size and area of the library	
	f. Number, size and area of the each laboratory/workshop/production unit specific to applied programmes	
	g. Computer lab facilities i. Number of Computers ii. Details of licensed / customized software available	
	h. Internet bandwidth facility	
	i. Power backup facilities	
	j. General facilities i. Water facilities ii. Transport facilities iii. Accommodation facilities iv. Amenities v. Sports facilities vi. Washroom/Toilet facilities vii. First aid/fire safety facilities viii. Any other	
13.	Number of teaching and administrative staff employed for each programme	
14.	MoU/ MoA signed for UICP if any	
15.	Conduct of programmes for other universities if any(Enclose the details)	

#### Checklist for enclosures

- Registration and license certificate of the company/firm/trust etc.
- Copy of the Trust Deed/Agreement
- Evidences for business expertise
- Last three years Audited Statements
- Curricula and syllabi for the newly proposed programmes
- Blueprint of the building
- Copy of documents pertaining to Ownership/Lease/Rent
- Copy of MoU / MoA signed for UICP if any

#### Declaration

The information furnished above are true to the best of my knowledge. Also, I /We do hereby agree to adhere the Periyar University guidelines framed from time to time.

Name and Signature of the SPOC of the institute / industry with seal

**For Office Use – DUIC**

All the above information provided by the institute / industry have been verified and recommended/not recommended for inspection.

Name and Signature of

Superintendent / SO

AR / DR

Nodal Officer (CISCOP)

Director

**ANNEXURE - II**  
**PERIYAR UNIVERSITY**  
**Directorate of University-Industry Collaboration (DUIC)**

**FEE STRUCTURE**

S.No.	Particulars	Fee in Rs.
<b>Centre for Industrial Skill Courses and Programmes (CISCOP)</b>		
1.	Application fee for affiliation + GST 12%	10000
2.	Affiliation fee (GST 18%)	
	a. One time affiliation fee for institution	100000
	b. Initial affiliation fee per programme	
	i. Short-Term Courses	5000
	ii. Certificate	10000
	iii. Diploma	15000
	iv. Advanced Diploma	20000
	v. PG Diploma	15000
	vi. UG Degree	20000
	vii. PG Degree	20000
	c. Continuance Affiliation fee per programme	
	i. Short-Term Courses	1000
	ii. Certificate	2000
	iii. Diploma	3000
	iv. Advanced Diploma	5000
	v. PG Diploma	3000
	vi. UG Degree	5000
	vii. PG Degree	5000
3.	Institution Inspection Commission Fee (Expenses for travel and accommodation for inspection commission members to be paid by the institute/industry)	10000
4.	Collaborative Deposit (Refundable) (Interest accrued from the deposit will be fully utilized by the University)	200000
5.	Name Change Fee	5000
6.	Change of Address – Institution Inspection Commission Fee (Expenses for travel and accommodation for inspection commission members to be paid by the institute/industry)	10000
7.	Institution affiliation renewal fee for every three years	20000
<b>Centre for Industrial Skill Training, Apprenticeship and Development (CISTAD)</b>		
1.	Application fee for affiliation + GST 12%	1000
2.	Institution Inspection Commission Fee (Expenses for travel and accommodation for inspection commission members to be paid by the institute/industry)	5000
3.	Training Partnership empanelment fee	10000
4.	Caution deposit (Refundable)	100000
5.	Assessment and certification fee per registrant (Applicable for credit based trainings and apprenticeship only)	200
<b>Centre for Industrial Research and Consultancy (CIRCON)</b>		
	Consultancy charges has to be paid as per the MoU/MoA	

**ANNEXURE - III**  
**PERIYAR UNIVERSITY**

**Directorate of University-Industry Collaboration (DUIC)**

**Centre for Industrial Skill Courses and Programmes (CISCOP)**

Curriculum Structure: Short-term Courses (15 Credits)

Semester	Part	Course Code	Course Name	Hours		Credit	Marks		
				L/T	P		CIA	ESE	Total
Semester – I									
General Education Component (6 Credits)									
Skill Education Component (9 credits)									

Curriculum Structure: Certificate Programmes (30 Credits)

Semester	Part	Course Code	Course Name	Hours		Credit	Marks		
				L/T	P		CIA	ESE	Total
Semester – I									
General Education Component (12 Credits)									
Skill Education Component (18 credits)									

The same structure shall be followed for each semester of the Diploma programmes (Two semesters), Advanced Diploma Programmes (Four semesters), PG Diploma Programmes (Two semesters), UG Degree Programmes (six semesters) and PG Degree Programmes (four semesters).

**ANNEXURE - IV**  
**PERIYAR UNIVERSITY**  
**Directorate of University-Industry Collaboration (DUIC)**

**APPLICATION FORM FOR AFFILIATION UNDER CISTAD**

S.No.	Particulars	Details to be filled
1.	Name of the Skill Knowledge Provider/ Training Partner	
2.	Registered Address	
3.	Phone No./Fax No.	
4.	Name and Designation of the Single Point of Contact (SPOC) with Mobile No.	
5.	Official Email ID	
6.	Website Address	
7.	Nature of the institute / industry a. Registered and Licensed Society/Trust/Company/Organisa tion (Industrial Unit) b. Institution with registered Industrial Unit (Enclose copy of the registration documents/trust deed/agreements etc. with GST and PAN number)	
8.	Date and Year of Establishment	
9.	Area of Training Expertise (Enclose detailed information with proper evidences such as Brochure, Last three years Audited Statements etc.,)	
10.	Nature of training proposed to offer 1. Short-term 2. Training of Trainers 3. Internship 4. Apprenticeship (Enclose the training modules for University approval)	
11.	Names of the training/apprenticeship	1. 2. 3. 4. 5.
12.	Infrastructure facilities existing for the training applied for	
	a. Built in area (in sq. m.) (Enclose blueprint of the building)	
	b. Owned/Rented/Leased (Enclose the ownership/rental/leased documents/agreements)	
	c. Number, size and area of the each	



	office room	
	d. Number, size and area of the each training hall	
	e. Size and area of the library	
	f. Number, size and area of the each laboratory/workshop/production unit specific to applied training	
	g. Computer lab facilities <ul style="list-style-type: none"> <li>i. Number of Computers</li> <li>ii. Details of licensed / customized software available</li> </ul>	
	h. Internet bandwidth facility	
	i. Power backup facilities	
	j. General facilities <ul style="list-style-type: none"> <li>i. Water facilities</li> <li>ii. Transport facilities</li> <li>iii. Accommodation facilities</li> <li>iv. Amenities</li> <li>v. Washroom/Toilet facilities</li> <li>vi. First aid/fire safety facilities</li> <li>vii. Any other</li> </ul>	
13.	Number of teaching and administrative staff employed for each programme	
14.	MoU / MoA signed for DUIC if any	
15.	Conduct of training for other universities if any(Enclose the details)	

#### Checklist for enclosures

- a. Registration and license certificate of the company/firm/trust etc.
- b. Copy of the Trust Deed/Agreement
- c. Evidences for training expertise
- d. Last three years Audited Statements
- e. Curricula and syllabi for the newly proposed training
- f. Blueprint of the building
- g. Copy of documents pertaining to Ownership/Lease/Rent
- h. Copy of MoU / MoA signed for DUIC if any

#### Declaration

The information furnished above are true to the best of my knowledge. Also, I /We do hereby agree to adhere the Periyar University guidelines framed from time to time.

Name and Signature of the SPOC of the institute / industry with seal

**For Office Use – DUIC**

All the above information provided by the institute / industry have been verified and recommended/not recommended for inspection.

Name and Signature of

Superintendent / SO

AR / DR

Nodal Officer (CISTAD)

Director

**ANNEXURE - V**  
**PERIYAR UNIVERSITY**  
**Directorate of University-Industry Collaboration (DUIC)**

**APPLICATION FORM FOR RESEARCH AND CONSULTANCY UNDER CIRCON**

S.No.	Particulars	Details to be filled
1.	Name of the Problem proposer/Client	
2.	Registered Address	
3.	Phone No./Fax No.	
4.	Name and Designation of the Single Point of Contact (SPOC) with Mobile No.	
5.	Official Email ID	
6.	Website Address	
7.	Problem statement/Consultancy required	
8.	Choice of consultant	
9.	MoU / MoA signed for DUIC if any	

**Declaration**

The information furnished above are true to the best of my knowledge. Also, I / We do hereby agree to adhere the Periyar University guidelines framed from time to time.

Name and Signature of the SPOC of the institute / industry with seal

**For Office Use – DUIC**

All the above information provided by the institute / industry have been verified and recommended/not recommended for inspection.

Name and Signature of

Superintendent / SO

AR / DR

Nodal Officer (CIRCON)

Director