



TAMILNADU COUNCIL

School of Virtual Education

(An ISO 9001 : 2015 Certified Council)

Approved by International Council for Open & Distance Education, Oslo, Norway

VIRTUAL LEARNING CENTRE (VLC) FORM

Coordinator Details:

1. Name
2. Designation
3. Sex Male Female
4. Qualification
5. Communication Details:
 - a) Phone No
 - b) Mobile No
 - c) E-Mail
6. Photo ID Proof : Driving License Voter ID Pan Card
(Kindly Enclose a copy)

Affix Recent
Passport Size Photo
of the Coordinator

Institution's Details:

1. Name of Trust/Society
2. Name of Institution
3. Year of Establishment
4. Type of Institution Trust Society
5. Postal Address
6. District State
7. Pin Code
7. Communication Details.
 - a) Phone No
 - b) Mobile No
 - c) E-Mail
8. Premises Owned Rented
9. Total area (in sqft)
10. Internet Type Leased Line Broadband Dial-up
Available Resources Generator LCD Player Photo copier

11. Staff Detail

Enclose separate list of all staff member in following format

S.No	Name	Qualificat	Gender	Experienc	Specialisation	Full / Part Time

12. Infrastructure Details

S.No	Particular	Units	Area (in Sq.ft)
1	Class Rooms		
2	Library (Total Books_____)		
3	Conference Hall		
4	Administrative Area		
5	Staff Room		
6	Reception		
7	Toilet		
8	Other		

(Use separate Sheet if required)

13. Number of Admissions Expected

S.No	Course	No. of Admission	S.No	Course	No. of Admission

14. Photos to be Pasted:

SPACE FOR AFFIXING

'WIDE RANGE PHOTOGRAPH SHOWING THE LOCALITY OF THE ORGANISATION'



Declaration

I certify that the particulars furnished above or in the preceding pages are true to our best of our knowledge and express our willingness for an inspection to assess the infrastructural facilities, qualified staff etc. I will abide by all the rules and regulations of **Tamilnadu Council – Virtual Education**, given time to time. I shall be the responsible, in case of any information furnished by me is found wrong or incomplete.

Coordinator Signature with Seal

For Official Use:

Allotted Centre Code : _____ Date of Issue: ____/ ____/ ____

Approved courses of the centre: _____

For, Tamilnadu Council - Virtual Education