



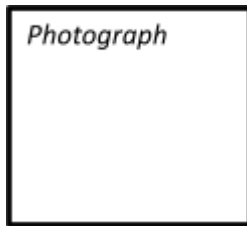
## IESL CPD COURSE PROPOSAL

### Information Required for Approval of a CPD Programme

1. Name of the Proposed CPD Programme:
2. The Objective of the CPD Programme:
3. Expected Learning Outcomes:
4. Target Group:
5. Face to Face Course / Online Course:
6. Course Materials:
7. Course Coordinator/ Proposer (if applicable):
8. Details of Resource Person (s)

i. **Photograph of the Resource Person (s):**

**Note:** Please ensure that a high-resolution photograph is attached with the proposal and included in the section below.



ii. **Details of Resource Person (s):** (please fill the table below)

Name (s) with Initials of resource person (s)	Education Qualification (s)	Professional Qualification (s)	IESL Membership no (If applicable)	Organizational Designation (If employed)	Mobile Number and Email

9. **Course Schedule:**

9.1. **Course duration**

9.2. **Proposed date of commencement:**

9.3. **Course Schedule:** (Please fill the table below)

Day	Date (s)	No. of hours	Name of the Lecturer (s)	Course Materials	Remark
Day 01	DD/MM/YY				
Day 02	DD/MM/YY				
Day 03	DD/MM/YY				
Day 04	DD/MM/YY				
Day ....					

9.4. **Annexure 01- to be filed by the Resource Person.** (Please refer the annexure 01 and fill the required details)

## 10. Key Performance Indicators / Assessment:

- It is preferred to conduct an assessment of the participants' achievement of learning outcomes by testing their proficiency before and after the program, whenever possible.
- Please indicate the method/s of assessment that will be used to evaluate the participant's achievement of expected learning outcomes, such as:

Final Examination / Assignment

(The resource person is required to release the examination or assignment results within three weeks (21 days) of the submission date)

## 11. Estimated Budget: (To be filled by the IESL Staff)

Break-even number of Participants:	Proposed Course Fees:	
	Per Member:	Per Non-Member:

## 12. Standard lecture fee for Face to Face & Online CPD Courses:

12.1. Hourly rates for resource persons with Professional Qualification:

Lecturing Mode	Hourly rate (Rs) when number of Participants			
	Break even (Min. 25)	Break even+5 and up to 49	50 to 99	100 and above
Face to Face	5,000	6,000	7,500	9,000
Online	5,000	5,500	6,250	7,000

12.2. Hourly rates for resource persons without Professional Qualification:

Lecturing Mode	Hourly rate (Rs) when number of Participants			
	Break even (Min. 25)	Break even+5 and up to 49	50 to 99	100 and above
Face to Face	4,000	4,800	6,000	7,200
Online	4,000	4,400	5,000	5,600

Submitted to CPD committee for approval.

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Date