

1.1.4.20



EFLU SDE <eflu.sde@gmail.com>

## PGDTE 2020 ONLINE CP INVITATION LETTER

3 messages

Dean Distance Education <deande@efluniversity.ac.in>  
To: EFLU SDE <eflu.sde@gmail.com>

Mon, Oct 12, 2020 at 10:03 AM

Dear Participant

### CONGRATULATIONS!

We are happy to let you know that you are provisionally eligible to attend the **Online PGDTE** Contact-cum-Examination Programme to be held from 03 November – 27 November 2020.

All participants who have opted for Project work will become eligible only on condition they submit their Project report within the stipulated deadline.

Here are some preliminary formalities to be completed before the online contact programme begins:

1. In order to attend the **Online Contact** programme you must have a Gmail account.
2. If you do not have a Gmail account, please create one for the purpose of this contact-cum-examination programme.  
Please note that it is important for you to have a Gmail account. Without a Gmail account you **will not have access** to the live sessions.
3. Once you have created your Gmail account, or if you have one already, please click on the following link to register for the Online PGDTE Contact-cum-examination Programme 2020.

<https://forms.gle/facHkDZYjkV7k4kH9>

**PLEASE COMPLETE THE ONLINE REGISTRATION ON OR BEFORE NOVEMBER 1, 2020**

Once you have registered, we will share the link to the website where every detail about the contact programme is available (About the course monitors, the schedule for the live contact sessions and the time-table for the examinations, the google meet codes for the live online sessions etc.)

We will also keep in touch with you through your GMAIL ID. Please check your email regularly for regular updates to stay

well-informed throughout the Contact Programme.

**Contact Programme (Live Sessions) : 03**  
**November – 18 November 2020**

**Dates of Examination (Online Exams) : 19**  
**November - 27 November 2020**

4. Please send us **two** colour passport photographs (not attested) one of which will be affixed later to your certificate. Write your name and roll number on the back side with a ball point pen. Please ensure that the photographs are your latest. Please make sure that your photographs reach us on or before **October30, 2020**. Send your photographs by registered/speed post to *The Dean, School of Distance Education, The English and Foreign Languages University, Hyderabad - 500007*.

**Attendance**

Your attendance at the contact programme and the examination sessions is mandatory. No exceptions to this requirement can be

made. All of you are expected to attend all the online classes of the courses chosen by you from the very first day onwards.

The live sessions are geared towards explaining important concepts from the SLMs and to help you take the end of term

examinations well-prepared. Therefore, make sure that you take time out to revise all the study materials and also attend all the

LIVE sessions as indicated in your timetable.

## Academic activities during the online contact programme

### 1. *Live Online Classes (in all the Courses)*

The online classes in all courses will be conducted as live sessions using Googlemeet. Please familiarize yourselves with

Googlemeet before the programme begins. The Googlemeet ids for all the live sessions will be available on the website.

(the link of which will be shared with you on the 1st November)

### 2. *Online Final Examinations*

The PGDTE 2020 examinations will be conducted online for all the courses. Different courses will have different formats for the

online examinations, and you will be made aware of the pattern of the examinations during the course of the contact classes

by the teachers/course monitors concerned. Sample question papers (in each subject) will be emailed to you on November 2, 2020.

## When attending the PGDTE CP classes online, please make sure that you have the following with you:

1. Complete set of the PGDTE materials of the courses you have opted for.
2. Your corrected assignment responses (first deadline assignments) – you will receive the second deadline assignments once they are evaluated and monitored.
3. A list of your doubts/queries in each of the courses opted for.
4. A dictionary (*Oxford Advanced Learners' Dictionary/Macmillan's/Longman's/Cambridge*) and an *English Pronouncing Dictionary* by Daniel Jones if you've opted for *The Phonetics of English/TLL*.

## Verification of Original Certificates

Please make sure that you are in possession of the following certificates/documents in **ORIGINAL**:

- i. Your SSC (Class X) certificate for verification of name, Father's name and date of birth.
- ii. Your original *Aadhaar card, PAN card* or *Passport* for verification of your identity.

*Your name on the Identity card should match EXACTLY with the name in our records.*

- iii. SC/ST certificate (if applicable)
- iv. Visually Challenged or Physically Challenged certificate (if applicable)
- v. Change of Name certificate (if applicable - Gazette Notification)

We will let you know very soon when and how the verification of these certificates will be carried out.

## A special ONE TIME provision for those who are unable to attend the Online Contact programme-cum-examinations:

We understand that not every one of you might be comfortable doing the classes online or taking the exams online. We, therefore, have a special provision for you.

- If you are eligible to attend the Online PGCTE Contact Programme-cum-Examinations 2020 but do not attend the same or do not take the exams online - due to infrastructure issues or lack of confidence in taking the exams online, you will be invited to attend the PGCTE Contact Programme-cum-Examinations 2021 and take the exams face to face next year (November 2021) without having to pay any fees.
- This is a special one-time provision for all participants who were eligible for the Online PGDTE Contact Programme-cum-Examinations 2020 but do not attend the same.

- We encourage you to complete the contact programme and the examinations online this year, in November 2020.
- In 2021, there may not be an online option, and you will have to take leave from your work place and travel to Hyderabad to complete the course.
- Also, accommodation in the University hostels next year may be subject to availability.

**Please go through this mail carefully. If you have any queries, do write to us for clarifications at <eflusedte@gmail.com>. The following faculty members are your Programme Coordinators. You may also contact them directly.**

<b>Programme Coordinators</b>	<b>Telephone number, etc.</b>
<p><i>Dr. Vishnu Priya</i>  <b>vishnupriya@efluniversity.ac.in</b>  <i>Dr. B. Venkat Rao</i>  <b>venkatraoboddu@efluniversity.ac.in</b></p>	<p>040-27689418  040-27689642  sdepgdte@efluniversity.ac.in  * eflusedte@gmail.com</p>
<p>School of Distance Education Office</p>	<p>040-27689431; 040-27689597  * eflu.sde@gmail.com  Fax: 040-27095025/27098402</p>

**We hope you find the contact programme useful and enjoyable.**

With best wishes,

Prof. Roopa Suzana

*Dean, SDE*

Roopa Suzana, Ph.D.  
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**Dean, School of Distance Education**  
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This message comes to you from an official email ID of the English and Foreign Languages University in India ([www.efluniversity.ac.in](http://www.efluniversity.ac.in)).

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**Dean Distance Education** <[deande@efluniversity.ac.in](mailto:deande@efluniversity.ac.in)>  
To: EFLU SDE <[eflu.sde@gmail.com](mailto:eflu.sde@gmail.com)>

Mon, Oct 12, 2020 at 10:09 AM

SO,

1. Please get a printout of the invitation letter on a letterhead and keep it ready. I will be there in the afternoon and sign on it.
2. Keep the draft of the PGDTE advertisement ready.
3. Prepare a note for the conduct of the international Webinar.

warm wishes,

Roopa Suzana, Ph.D.  
Professor, Department of Linguistics & Phonetics  
**Dean, School of Distance Education**  
The English and Foreign Languages University  
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Telangana  
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**EFLU SDE** <eflu.sde@gmail.com>  
To: eflusedte <eflusedte@gmail.com>

Mon, Oct 12, 2020 at 10:45 AM

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