

Frequently Asked Questions about CEL, WWF – India – NLU, Delhi PG courses:

Thank you for visiting our courses page, reading the FAQs will provide you with complete information on course process and procedure. We advise you to go through the below questions as it will provide required clarifications on many questions/doubts you might have with regard to your chosen course...

Question 1: What is the difference between Online and Distance mode?

There is only **one difference** between 'Online' and 'Distance' mode.

Online mode: The **soft copy** of the study material is provided to the participants and the submissions are made online (by email).

Distance mode: The **hard copies** of the study material is sent to the participants, however the submissions are to be made online only (by email).

Question 2: What is the eligibility criterion for applying to the Courses?

The basic eligibility criterion for application to any Course is Graduation. However, Professionals with a work experience of two years are preferred for the courses because we tailor-make the courses to suit requirements of working professional who wants to specialize in a particular field.

Nonetheless, we encourage Fresh Graduates to apply for the courses too, but we believe that no applicant should take up the Course for acquiring an additional degree/certificate. Therefore, we require a Statement of Purpose (SOP), which should elaborate on how, you as a participant, will benefit from the course and add to the knowledge base of the Course.

Selection will be solely on MERIT basis.

Question 3: What is a Statement of Purpose (SOP)? Why is it important?

A Statement of Purpose is one of the most important parts of the application process. It is the first document the admission panel will look at when your application is being screened.

It is a personal statement about who you are, what you do and why you think you are a good candidate for this course. This is your chance to talk to the admission panel and tell them about your background and interests, and why you want to do the particular

course. It should not be a bald statement of facts but a letter that speaks about your unique capabilities and how you will add to the Knowledge base of the batch.

Question 4: What Course should I choose and how will I benefit from it?

Centre for Environmental Law has three Post Graduate Diploma Courses:

1. Post Graduate Diploma in Environmental Law and Policy
2. Post Graduate Diploma in Urban Environmental Management
3. Post Graduate Diploma in Tourism and Environmental Law

While all three courses have an element of Environmental Law, they are all fundamentally different from each other. An applicant should read the prospectus carefully before choosing the Course. A number of factors like your interest, previous work experience and Graduation subjects will determine your choice of course.

The **Post Graduate Diploma in Environmental Law and Policy** is structured for someone who wants to specialize in the field of Environmental Law. The Course is structured in a way that it is equivalent in spirit to a Masters of Environmental Law as it focuses on national and international laws and case studies.

The **Post Graduate Diploma in Urban Environmental Management** is a tailor made course that combines the elements of urbanisation, environment and laws and by laws of urban planning and development. It combines the three elements into a comprehensive course with an attempt to provide maximum benefit to our participants. The course is aimed at professionals who want to create a niche for themselves in the urban environmental sector.

The **Post Graduate Diploma in Tourism and Environmental Law** is a unique course started by Centre for Environmental Law in the wake of the concept of eco-tourism becoming as essential feature of the tourism industry. It is our belief that tourism can be used as a strong tool for conservation and therefore we focus on the good practices and case studies for the benefit of our participants. We encourage applications from professionals working with the hospitality sector, transport and travel industry and aviation industry.

Question 5: Is WWF-India affiliated with any University for these Courses?

The courses are run by Centre for Environmental Law, WWF-India in collaboration with National Law University, Delhi (a UGC recognized National Law University).

WWF-India and NLU Delhi issue the mark-sheets and certificates jointly.

Please Note: The Post Graduate Diploma in Environmental Law and Policy was previously run by WWF-India in collaboration with Indira Gandhi National Open University (IGNOU) but we are **NOT** affiliated with IGNOU for any Courses presently.

Question 6: I am not an Indian Participant. Can I still apply for the Courses?

Yes, we encourage participants from all over the world to apply for our courses as they are tailor made to suit an international course structure. While we focus on national laws and policies, we believe that international participants could benefit greatly from studying about India's environmental laws and policies.

We have a number of international alumni, especially participants from African countries and we encourage applications from other countries too. We believe a mixed group of participants from various countries will open dialogue for an extensive discussion on environmental law issues around the world and therefore encourage global solutions to local issues.

Question 7: I am a Defence personnel. Can I do these courses?

Yes, we accept applications from professionals from all fields. We have a number of Defence personnel in our alumni who have benefitted greatly from the courses in their field of work. The courses are structured in a way that they focus on practical aspects as much as theoretical aspects making them useful for professionals working in any sector.

Question 8: Where do I find the APPLICATION FORM?

The application form is embedded in the last two (2) pages of the Course Prospectus which is available on course website. www.wwfindia.org/cel

Question 9: What is the fee for the courses?

Answer: Following is a table with the total fees for all three courses.

S.no.	Course	Fee
1.	P.G. Diploma in Environmental Law and Policy	Rs. 12,500/-
2.	P.G.D. in Urban Environmental Management and Law	Rs. 12,500/-
3.	P.G.D. in Tourism and Environmental Law	Rs. 15,000/-

Please Note: The course fee is exclusive of the Examination fee. The examination fee is approx. Rs. 100 per paper. The exact amount will be notified to the enrolled participants before filling up of the examination form.

Question 10: What is the mode of Payment of Fees?

There are three modes of payment of fees.

Cash: Mode of payment through **cash** can be done by depositing the amount at WWF-India office. Address: 172 B, Lodhi Estate, New Delhi 110003

Demand Draft: A **demand draft** can be drawn in favour of 'WWF-INDIA' payable at New Delhi (Candidates name and phone number to be appended behind demand draft)

Online transfer: National and International candidates can make an **Online Transfer** of fees to our WWF-India bank account by writing an email to us for the account details. Please note that if you wish to make the payment online, you will have to send us your complete application form with all your Documents and ONLY if you are selected based on merit and Interview can we send you the account details. **This option is only available to Online Payment Students. Payment through Cash and Demand Draft has to be made with the Application Form.**

Question 11: Is there a provision of an extension if a participant is not able to give the Term End exams due to unavoidable circumstances?

In case the participant seeks extension due to some unavoidable circumstances then, **only in exceptional cases**, an extension of One (1) year will be provided. However, the decision to provide extension rests solely with the Director, Centre for Environmental Law.

For example- A participant enrolled for September 2014-15 batch will only be given extension up to September 2015-16, and a participant enrolled for the May 2014-15 batch will only be given extension up to May 2015-16.

If any participant fails to appear for the examination after the extension is given, his candidature stands cancelled without any prior notice.

Question 12: What should be the format of the Assignments?

All Assignments are to be submitted online in **soft copy only** to the specific e-mail ID provided to the applicants.

Hard copies will be accepted only in **exceptional cases** where the candidate cannot use a computer and finds it too difficult to type on a computer.

Question 13: Where do I send the Course submissions?

All the submissions are to be mailed to submissioncel@wwfindia.net

Question 14: What is a Term End Paper?

Term End Paper is similar to a Thesis. Following are the basic steps an applicant has to follow when writing a Term End Paper.

- The participants have to choose a topic from their area of work or interest.
- After the topic is approved by the Course Coordinators, the participants are asked to submit a synopsis.
- Upon approval of the synopsis, they have to prepare a thesis or the Term End Paper.

Please Note: Term End Paper is mandatory for all the enrolled participants. The Course Coordinators will be available for any assistance on the Term End Paper.

Question 15: What is a Discussion Forum?

A Discussion Forum is a group where all the participants of a particular course will be added and every month the Course Coordinator will put up a topic based on a current affair and the course topic for discussion. The Discussion Forum is mandatory for all participants and carries marks for participation. It is a method of involving the participants in a healthy discussion and focusing on issues of relevance. We believe that our participants come from various backgrounds and carry an enormous amount of knowledge which should be shared with everyone in coming up with solutions to environmental issues.

Question 16: Is it mandatory to study the Study Material?

YES! We expect you to give at least 16 hours per week to study the course material. However, the study material is not exhaustive and we expect participants to research on the topics through other sources too. There is a vast expanse of literature available on these topics and we encourage you to use that in your study. Additionally, the study material is not purely theoretical but has practical approach too and therefore becomes even more essential for participants who are or want to work in the particular field.

Question 17: What is the Program Guide?

The Program Guide is the primary document and your point of reference for the course process. After a participant is enrolled with any of our courses, the Program Guide is the first document of information shared by us with you.

The Program Guide elaborates on the various aspects of the course structure, Assignments, Term End Paper and other submissions expected from you. It comprises of the course timeline, which you have to follow for all submission deadlines.

Please Note: We do not send individual emails to participants before a submission and therefore you have to be careful about the deadlines.

Question 18: What is the Timeline?

The timeline is a document that lists out all the important dates you need to comply with for submissions and deadlines. It is embedded in the Program Guide. As mentioned above, you will not be sent any emails before a submission is due and therefore you should keep the Timeline handy. We suggest you take a printout of the Timeline and put it up on your personal notice board as a ready reckoner.

Question 19: How do I stay in touch?

The Course Link is your window to the course. It will be your reference point for all information regarding the course. We suggest that once you are enrolled, you should bookmark the course link on your computer and keep checking it regularly for any updates.

Question 20: Who is my Point of Contact for the course and how do I communicate any queries related to the course?

The Course Coordinators are your points of Contact for the Course. All the queries are to be mailed to **RichaTyagi** at: submissionscel@wwfindia.net or if you want to speak to someone at CEL you can call at our Delhi numbers: **011-4150 4771/4772**.

Question 21: I am not receiving the Assignments in my inbox! What should I do?

The Assignments **are not sent** to the participants individually. All the assignments are posted on the course link provided to the enrolled participants. Please check the course link on a regular basis so that you do not miss any posts or deadlines.

Question 22: What Career Options do I have after I do the Course?

Your Career options will depend on your background and interests. CEL can provide meritorious students career advice and a letter of recommendation for future opportunities.

Please Note: We do not have a placements policy as a part of the course and cannot provide any sort of employment in WWF or elsewhere to a participant on the completion of the course.

Question 23: When is the final result declared?

The results are usually declared within **45 days** of the final examination.

The Certificates and the Mark-sheets are sent to the registered address of the applicant by speed post within 2-3 months of the examination.

Question 24: When is one eligible to give the Final Examination?

Enrolled participants are eligible for the Term End Examination only after they have submitted all the assignments, Synopsis and the Term End Paper. No consideration will be made for any participant even if one submission is missing.

Question 25: Do I need to travel to Delhi anytime during the course period?

NO. Travelling to Delhi is not required anytime right from submission of the application form to giving the final exam, until and unless the Course Coordinator specifically organises a Field Trip for the students.

Please Note: The candidate is selected based on merit and a telephonic interview conducted by the interview panel. You are **NOT** required to travel to Delhi for the interview.

Question 26: Do these courses have anything to do with IGNOU?

NO. Currently WWF-India has no collaboration with IGNOU on any of the courses.

Question 27: What should I expect from the Course link?

The course link is your point of reference for the course throughout the year.

Please Note: The Course Link is live for two batches running in a year and therefore you will see assignments listed for later courses as well. However, make sure that you only check the assignment for your batch and year. For example: If you are a participant of the May 2014-15 batch, then you should only check assignments with that date and not the September 2014-15 batch.