

## Information and Consent form



**Dear Parents/ Guardians,**

**Greetings from MLCU!**

Hope you are keeping well.

The University is currently preparing to resume its offline classes and is awaiting for the Government's order on the same. Considering that colleges in Meghalaya have already been given a notification for reopening on February 1, 2021, the University is likely to receive the notification very soon. In order to ensure the safety of the students, faculty and staff, the University will strictly follow the Standard Operating Procedures (SOPs) provided by the Government of Meghalaya. The following are the information that you may require to know regarding the University plans for reopening:

1. Not more than 50% of the total number of students will be allowed to be present in the campus, at any given time.
2. The Department will be schedule classes batch wise and students will be informed of the schedule and learning cycle by the department.
3. A blended approach of offline and online classes will be adopted whereby the students will attend a maximum of 3 (three) days offline classes and 3(three) days online classes in a week
4. All classrooms will be sanitised after completion of classes for every batch and every classroom will have a seating capacity lesser than its normal capacity to ensure physical distancing.
5. At the entrance gate, hand sanitizers will be placed and thermal screening will be done. Hand wash will be provided in all the washrooms.
6. Posters for preventive measures, instructions and measures for crowd management will be posted at the different points in the University
7. Parents/ guardians are requested to ensure that their ward:
  - a. Will wear a facemask. (They will not be allowed to enter the University without the face mask),
  - b. Will carry their own water bottle, lunch, snacks, books and other stationery items,

- c. Will bring their own hand sanitizers and tissue.
8. Parents/ guardians are also requested to help their ward in getting Internet facility at home/ hostel where their ward is residing.
9. Parents/ guardians of students from outside Shillong and outside the State may kindly note the following links:
  - a. Registration entry to Meghalaya: Go to [meghalaya.gov.in](http://meghalaya.gov.in) and click on Meghalaya.Covid-19 portal
  - b. Hostels: Go to [mlcuniv.in](http://mlcuniv.in) and click on Student's services > Hostels.
10. On joining the offline classes, parents/ guardians are requested to inform the University in case your ward, any members of the family or hostel /PG/ rent mate develop symptoms of COVID 19
11. In case of any detection positive Covid-19 positive case in the campus, the Standard Operating Procedures(SOPs) as prescribed by the Government will be followed
12. Understanding the measurements and the Standard Operating Procedures(SOPs) considered by the University, may we request parents and guardians to kindly complete the consent form below and email it to the University at [mlcuconsentform@gmail.com](mailto:mlcuconsentform@gmail.com) within one week after receiving the information and the form.

**Warm regards,**



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**Dr Iwamon WJ Laloo**  
**Registrar**



## Parent/ Guardian Consent Form

I, Shri/ Smt \_\_\_\_\_ parent/ guardian of Mr/Ms \_\_\_\_\_, studying \_\_\_\_\_ in the Department of \_\_\_\_\_ and having Registration Number \_\_\_\_\_, give my consent for him/her to attend the offline classes to be conducted in-person in the University campus, as per schedule and notification of the University. He /she will participate in activities organised by the department/University and will strictly follow the Standard Operating Procedures(SOPs) as specified by the Government of Meghalaya/University.

On attending the classes, he/she will wear a facemask, use hand sanitizer and maintain physical distancing and carry his/her own lunch, drinking water and stationery items.

My son/ daughter/ ward will also immediately bring to the notice of the University of any symptoms such as cold, fever, cough , headache etc., that he/she experience during the course of offline classes and he/she will not attend offline classes if he/she is experiencing any symptoms relating to COVID 19.

\_\_\_\_\_  
**Signature**  
**(Father/Mother/Local Guardian)**

\_\_\_\_\_  
**Signature**  
**(Student)**

Contact number : \_\_\_\_\_  
Address : \_\_\_\_\_

Contact number : \_\_\_\_\_  
Address: \_\_\_\_\_

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Note: \*Kindly send the filled Consent form to this email address- [mlcuconsentform@gmail.com](mailto:mlcuconsentform@gmail.com)  
OR hand a copy of the Consent form to your ward to be produced at the entry gate upon joining the offline classes.