**[Instructions: Ensure that this letter is on university letterhead. Please delete this instruction before submitting]**

Letter of Institutional Commitment

Creation of a C-CoDE (Center of Competence)

I hereby confirm that the university **[PLEASE ENTER THE NAME OF THE UNIVERSITY]**, that I represent, commits to implement the C-CoDE whose ultimate objective is to support the transformation of training and educational practices with and through digital tools and technologies.

For this large-scale project to be a success, the university will promote and reward the involvement of lecturers in the process, especially the periods of training, as well as the design and development of online courses.

The **[PLEASE ENTER THE NAME OF THE UNIVERSITY]** commits to promote the integration of the digital resources produced during the training sessions, to encourage their sharing and usage, and to boost the development of new pedagogical practices by encouraging lecturers to participate in this C-CoDE.

The development and operationalization of a C-CoDE entails, among others, the setting up of a Unit with dedicated space for a multimedia production studio and adjacent rooms for the training and coaching of lecturers. This letter provides specific commitment of the university to make the necessary arrangements for the identification and preparation of the premises intended to host such a Centre.

Date:

Signature

Name, title, and position:

University: