

**M. S. P. Mandal's
Shivchhatrapati College, Aurangabad
Internal Quality Assurance Cell**



**Policy Document for
Financial Assistance to Teachers**




Principal
Shivchhatrapati College,
Aurangabad

Policy for Provision of Financial Support to the Teachers to Attend Seminar/ Conference/Workshop

Introduction:

As per the discussion in the meeting of CDC, and research advisory committee, it was decided to provide financial assistance to the teachers for attending seminars, conference, workshops and membership of academic bodies of national and international repute. Decision was taken to provide on duty leaves and encashment of monitory support to the teachers to participate in academic and research activities organized in and off campus.

The Policy:

1. Providing duty leave to the concerned staff.
2. Providing registration / paper presentation fees for attending seminars, conferences and workshops.
3. Monitory benefit to each teacher will be granted and provided not more than two times in a year; however, duty leaves can be availed as per the requirement.
4. Reimbursement of the seminar, conference or workshop fees will be made upon submission of the valid receipts of payment made and certificate of the event.
5. Financial support will be provided for publication of research in journals.

Kaj mane
IQAC Coordinator

IQAC Co-ordinator
Shivchhatrapati College,
N-3, CIDCO, Aurangabad-431003 (M.S.)



Prave
Principal

Principal
Shivchhatrapati College,
Aurangabad