



Mahatma Gandhi Vidyamandir's

Maharaja Sayajirao Gaikwad Arts, Science and Commerce College

Malegaon Camp, Tal Malegaon, Dist. Nashik(MS)
Affiliated to Savitribai Phule Pune University
PU/NS/ASC/004(1959)



POLICY DOCUMENT FOR FINANCIAL SUPPORT TO TEACHERS

Policy & Procedure

INTERNAL QUALITY ASSURANCE CELL (IQAC)

POLICY DOCUMENT FOR FINANCIAL SUPPORT TO TEACHERS

The main objective of our Institution is to focus on quality. Thus, to increase the teachers quality in teaching – learning process and the competence among the faculty, the HEI encouraging them to adopt innovative and updated methods of teaching based on latest technology. In this pursuit, our management & College provides financial support to teachers for professional development. A budgetary provision is made for every financial year.

❖ Scope of Financial Support:

The teachers are provided with financial support for professional development activities like

- Participating in seminars, workshops and conferences
- Organizing seminars, webinars, workshops and conferences

All the full-time and part-time teachers can avail the financial support.

❖ Forms of Financial Support

- Registration fees for seminars, workshops and conferences
- Traveling and accommodation allowances in case of outstation seminars, workshops and conferences

❖ Procedure for Application and Approval

The teachers need to follow the following procedure for application and approval for availing the financial support:

1. Teachers are deputed for seminars, workshops or conferences by the department/committee. The Head of the Department/ Committee Convenor makes an application to the Principal about the teacher participation, their registration fees and any allowances, if

applicable. After the approval of the Principal, the funds are released for the same by the Accounts section.

2. In case, when the fee is paid by the teacher, the amount is reimbursed after following proper application and approval procedure.


3. The deputed teacher needs to submit the relevant receipts and a copy of the attendance certificate to the Accounts section for their record.

Date: 15/12/2017

Place: Malegaon



Dr. Subhash N. Nikam
(Principal)


PRINCIPAL
Mahatma Gandhi Vidyamandir's
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