



Policy Document on Providing Financial Support to Teachers

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DEWANHAT MAHAVIDYALAYA

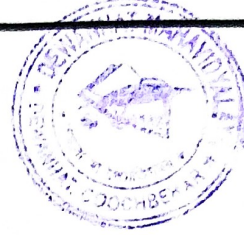
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1. About Policy

Dewanhat Mahavidyalaya is committed to upholding the highest standards of education by supporting the professional growth of its staff. Recognizing the importance of staying current with advancements in pedagogy and subject matter expertise, the institution has established this policy to provide financial support to teachers attending conferences and workshops.

2. Objectives

The primary objective of this policy is to encourage and facilitate the continuous professional growth of our teaching staff by supporting their participation in conferences and workshops. By doing so, we aim to enhance the overall quality of education provided at Dewanhat Mahavidyalaya.

1. To encourage the teaching staff to present papers at national and international conferences.
2. To provide funds at the departmental level for guest lectures, seminars, field visits, performing events, joint activities, and outreach programs.
3. To organize staff training and development programs to enhance professional competency.
4. To upgrade scholarly accreditations in accordance with institutional expectations.
5. To support professional development activities such as participation in conferences, seminars, and workshops.
6. To facilitate the publication of research papers in highly reputed journals.



3. Scope of Financial Support

The teachers are provided with financial support for professional development activities, including:

- Participating in seminars, workshops, and conferences.
- Enrolling as members of certain professional bodies.
- Undertaking significant research projects.

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

Forms of Financial Support

Financial support to the teachers can be provided for:

- Registration fees for seminars, workshops, and conferences.
- Traveling and accommodation allowances for outstation seminars, workshops, and conferences.
- Seed funding of Rs. 10,000/- for minor/major research projects approved by the College Research Cell (CRC).
- Membership fees for professional bodies.
- Enrollment in professional development courses.

4. Financial Support: Application Procedure

The teachers need to follow the procedure below for application and approval to avail themselves of financial support:

1. Teachers attending seminars, workshops, or conferences must apply directly to the Principal, mentioning their registration fees and any allowances, if applicable. After the Principal's approval, the funds are released.
2. The deputed teacher needs to submit the relevant receipts and a copy of the attendance certificate to the college for record-keeping.

3. For receiving research funds, research proposals must be submitted in the prescribed format to the Research Cell. The final decision for selection will be made by the CRC and duly approved by the Governing Body.
4. Teachers interested in becoming members of professional bodies can apply for the membership fee to be sanctioned. Receipts and records are maintained by the college.
5. Teachers wishing to enroll in courses to enhance their professional skills can apply for course fee support. Receipts and records for the same are maintained by the college.

5. Responsibilities of Teachers

Teachers availing themselves of the financial support must:

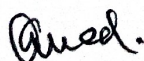
- Ensure that the funds are used appropriately and solely for the purpose specified.
- Submit all required documentation and receipts promptly.
- Share their learning and experiences with colleagues and students to maximize the benefit of the financial support.

6. Policy Review

This policy will be reviewed periodically to ensure its effectiveness and relevance. Feedback from teachers and other stakeholders will be considered during the review process.

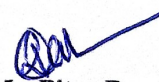
7. Conclusion

Dewanhat Mahavidyalaya is dedicated to fostering the professional growth of its teachers through financial support for various development activities. This policy outlines the procedures and forms of support available, ensuring that teachers can continue to enhance their skills and contribute to the institution's educational excellence.



Dr. Aziz Ahmed
Principal

Dewanhat Mahavidyalaya
Principal
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Mr. Pitas Das

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