

SHRI RAM COLLEGE

MUZAFFARNAGAR, (UP)

Financial Support to the Teacher

Policy Document

Introduction:

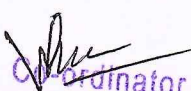
Shri Ram College Muzaffarnagar strongly believes in professional development of teachers & therefore the management committee of Shri Ram College has formulated a policy for offering financial support to the teachers who want to participate or be a member of professional/ learned bodies.

Shri Ram College is committed to provide with financial support to its teachers for the following:-

1. Participation in Seminars / Conferences etc at State/ National/ International level.
2. FDPs/ QIPs/ Workshops/ Refresher/ Training Programmes.
3. Traveling Expenses for participation in the above said programmes held outstation.
4. Membership Fee of Professional / Learned Bodies.

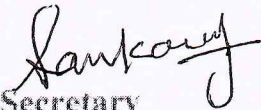
Procedure For Receiving Financial Support:

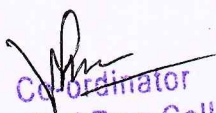
- A teacher who has completed one year of his services with the College is eligible to apply for this scheme, however, the Management Committee's decision will be final if the Committee wants to grant financial support to a teacher who does not fall in this category.


Coordinator
IQAC, Shri Ram College
Muzaffarnagar


Principal
Shri Ram College
Muzaffarnagar

- A teacher who wants to avail a financial support of the above said reason will submit an application through his/her HoD mentioning the nature of event, amount requested along with the Brochure, Registration Form and the amount of Registration Fee / Membership Fee.
- The concerned HOD will forward the request, with his recommendations for amount to be sanctioned, to the Principal.
- The Principal will forward it to the Secretary/ Management Committee for sanctioning the amount finally.
- The Secretary will put the request, so received, in the meeting of Management Committee or may sanction the amount himself as per the budget provisions for the particular year.
- After receiving the sanction from the Secretary, Management Committee the Principal will inform the concerned teacher in a prescribed format.
- The amount will be transferred / paid to the teacher after submitting the required document to the account section.


Secretary


Coordinator
IQAC, Shri Ram College
Muzaffarnagar


Principal
Shri Ram College
Muzaffarnagar