

**Shree H.V.P. Mandal's**  
**Degree College Of Physical Education, Amravati**  
**(An Autonomous College)**

**Policy for financial Support to teachers**

Date: 03-08-2012

**Preface**

Teaching and learning is the most important and primary activity of every academic institution. Teachers are at the core of teaching learning and evaluation. Quality of teacher plays an important role in the success of any educational institute. Enhancement of quality is a continuous process. There are various different activities like refresher, Orientation, STTP, Seminars, Conferences, Workshops, Symposiums etc. Motivation to faculty to participate in quality improvement programs and provide them ample opportunity to attend quality improvement programs is one of the important policy of this institute.

The policy adopted by the college for quality improvement programs for staff is as under.

**Objectives:**

1. To provide opportunity to the staff for quality enhancement by organizing STTP, Seminars, Conferences, Workshops and guest lecturers etc.
2. To encourage the teachers to attend quality improvement programs organized by college or outside organizations.
3. To recommend and provide assistance to participate in the quality improvement programs
4. To grant paid leave to attend quality improvement programs

**Eligibility:**

1. Staff members working in this institute who completed three years of their service in this institute are eligible for the support for quality improvement programs
2. Principal of the college may extend this facility to any staff member on recommendation of Head of the Department.

**Procedure for availing financial support facility:****A) The staff member participating quality improvement programs organized by college.**

1. The staff member who wishes to participate in the quality improvement programs organized by the college shall submit an application to the principal through head of the Department.
2. Principal on recommendation of Head of the Department grant freeship/concession in registration fees to the staff member..
3. The certificates as well as kit will be issued to the staff member similar to that of other participant.


**B) The staff member participating quality improvement programs organized by outside organizations.**

1. The staff member shall apply to Principal on plain paper for permission as well as support to participate in quality improvement programs organized by outside organization.
2. Principal shall approve the application in consultant of Head of the Department of concern subject.
3. The finance assistance like travelling expenses to and fro or registration fees or total expenses including lodging, boarding and registration may be offer to the staff member on recommendation of Head of the department and considering the budget availability.
4. This kind of assistance shall paid once in the financial year
5. The ceiling of financial assistance to individual is rupees 5000 for activities at national level and rupees 10000 for activities at international level



**E) Terms and Condition:**

1. The applicant must be on roll full time staff of the college.
2. Staff availing the facility under this scheme shall submit certificates of participation as well as account of expenditure to college immediately after quality improvement programs.
3. No teacher can claim the facility under this policy as a right.
4. The Principal as well as Board of management preserve right to reject any application if not found relevant

  
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