



# Sunbeam Women's College Varuna

(Affiliated to M.G. Kashi Vidyapith, Varanasi)  
904/1, Central Jail Road, Sikraul, Varanasi-221002  
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## Policy Document on Financial Support to Teachers

Policy Title: Financial Support to Teachers		
1.	Administrative Policy Number (APN): 01/FST/2018-19	Functional Area: Financial Support to Teachers
2.	Brief Description of the Policy:	Purpose: Providing financial support to teachers for attending conferences, workshops and towards membership fees of professional bodies
3.	Policy Applies to:	Financial Operations
4.	Effective from the Date:	August 2018
5.	Approved by:	Local Managing Committee (LMC)
6.	Responsible Authority	Accounts Head
7.	Superseding Authority	Principal
8.	Last Reviewed/ Updated:	New policy
9.	Reason for the policy	Encouraging professional development among faculty members by providing them financial support for attending concerned events.
10.	References for the policy	UGC/ NAAC/ University/ RUSA, etc

### Introduction

The provision of providing the financial aid to the teachers is incorporated in order to attend the conference, seminar and workshops organised by reputed institutions through their UGC cells, NPTEL, ATAL, AICTE etc. and towards membership fees of professional government bodies.





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## Objectives

- To facilitate the teaching staff for presentation of research papers in conferences of National and International repute.
- To encourage the teaching staff to access opportunities for discussion of the novel development, the upcoming challenges, future perspectives in their concerned fields of interests.
- To help and motivate teaching staff to promote teaching learning, research extension activities and governance through their participation in conference and workshops.
- To augment their academic credentials in accordance with the expectations of modern pedagogy.

## Policy Statement

Any regular faculty of the college is entitled for attending Conference/Seminar/FDPs/Workshops/Orientation Programs at National Level once in a financial year on Institutional expenses subject to the following prerequisites:

1. The event should be organised by Government bodies like UGC-MHRD cells of Universities, ATAL, AICTE, NPTEL etc. and should be in public interest.
2. The financial support is subjected to availability of funds in the institution.
3. TA and DA will not be granted by the institution but the faculty member shall be entitled for Duty leave during the tenure of the program.
4. The faculty has to provide all necessary documentary proofs like, Registration receipts, Certificate of completion etc. for availing the financial support.
5. The financial aid provided will be in the form of a reimbursement only and will not be provided during registration processes.

