



# SREE NARAYANA COLLEGE CHENGANNUR

Alappuzha, Kerala

Affiliated to University of Kerala  
NAAC Accredited with 'B' Grade



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## CRITERIA 6

### 6.3: Faculty Empowerment Strategies

6.3.2 Policy document on providing financial support to teachers

Submitted To



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)  
FOR ASSESSMENT & ACCREDITATION – CYCLE II  
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# **POLICY DOCUMENT**

## **INTRODUCTION**

This scheme provides financial assistance for teaching staff to attend workshops/seminars/conference/symposia at College/State /National and International Level in relevant field as well as to obtain professional membership of relevant field. It intends to promote high standards in faculties by way of extending facilities and researchers by providing a forum for sharing their knowledge, experiences and research.

## **OBJECTIVE**

The basic objectives of financial assistance are as follows

- To inculcate research aptitude and upgrade academic and administrative skills of the faculty
- To upgrade educational qualification of teaching staff
- To create healthy platform for teachers to exchange their knowledge and ideas
- To upgrade an in-depth knowledge of subjects of teachers from eminent academician as well as from research institutions
- Improve interaction of faculty with the outside world
- To propagate faculty welfare measures

## **ELIGIBILITY**

Financial assistance will be available for full time teaching faculty of institute who are attending Seminar/ Conferences.



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### **NATURE OF ASSISTANCE AVAILABLE UNDER THE SCHEME**

Teachers will get financial assistance for COLLEGE/ STATE/ NATIONAL/ INTERNATIONAL level SEMINARS/ WORKSHOPS/ CONFERENCES/ SYMPOSIAS in the field of Arts & Sciences.

### **PROCEDURE OF APPLYING FOR THE SCHEME**

The teachers who wish to avail financial assistance under this scheme should submit their receipt of registration along with application in the prescribed format within Seven days after attending seminar/workshop/conference/symposia or after obtaining professional membership to the accountant of college.

### **PROCEDURE FOR APPROVAL**

The teaching staff must submit the certificate of attendance of Seminar/ Conference/ Workshop/ Symposia/ Professional Membership to the academic and research coordinator and accountant. After submission of required certificate college accountant may release amount with the permission of Principal. The teachers will get maximum Rs. 1000/- towards attending seminar/conference/workshop/symposia in one academic year.



  
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