



"Only Knowledge can provide salvation"

KESHAV MAHAVIDYALAYA

Financial Support Policy

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प्राचार्य

केशव महाविद्यालय अटलू
जिला बारां (राज.)

Introduction:

This policy outlines the provisions for financial support to encourage faculty participation in professional development activities. The aim is to enhance the teaching, research, and administrative capabilities of the faculty, contributing to the overall academic success of the college.

Objective: The key objectives of this policy are to:

- Encourage faculty members to engage in continuous professional development.
- Foster academic growth through membership in recognized professional societies
- Enhance the teaching, research, and administrative capabilities of faculty members.
- Contribute to the overall academic success and knowledge sharing within the institution.

1. Financial Support:

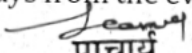
- Faculty members are eligible for financial support up to ₹10,000 per academic year for attending professional development events or memberships as outlined below:
 - Workshops and conferences (National & International)
 - Faculty development programs (FDP)
 - Training programs
 - Membership in recognized professional societies & bodies (National & International)

2. Pre-Approval:

- Faculty members must seek pre-approval from the principal before enrolling in any program or event to be eligible for financial support.
- The request for pre-approval must include details such as:
 - The nature of the event/program
 - Its relevance to the faculty's professional development
 - Estimated costs
- Membership fees must be approved in advance, with proof of the necessity and benefits of the membership to the faculty's area of expertise.

3. Post-Event Documentation:

- After attending the approved program, faculty members must submit the following documents to claim financial support:
 - Proof of attendance or participation (certificates, registration confirmations)
 - Original receipts for any expenses incurred (travel, registration, etc.)
 - A brief report summarizing the key takeaways from the event and its relevance to their teaching or research.


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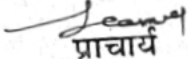
4. Exclusions:

- The following expenses are not included under this policy:
 - Accommodation and food expenses during travel for events.
 - Personal expenses or leisure travel unrelated to the event.

Note: Only registration fees, travel costs directly related to the event, and membership fees for professional bodies will be reimbursed under this policy.

4. Eligibility & Conditions:

- Financial support is available to all full-time faculty members of Keshav Mahavidyalaya.
- Faculty must ensure that their participation in these activities does not affect their teaching and administrative responsibilities.
- Reimbursement will be subject to the availability of funds and adherence to the pre-approval and post-event documentation process.


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