



DNYAN PRASARAK SHIKSHAN SANSTHA'S

Sandesh College Of Arts, Commerce & Science

Affiliated To University of Mumbai & Recog. By Govt. Of Maharashtra



Tagore Nagar, Vikhroli (E), Mumbai 400 083



+ 91 9321839836



<http://sandeshcollege.in>



sandeshcollege@gmail.com

Founder :- SHIKSHAKMITRA PRINCIPAL BALASAHEB MHATRE

Reference No:-

Date:-

POLICY DOCUMENT ON PROVIDING FINANCIAL SUPPORT TO STAFF SCOPE

The financial support policy of **Sandesh College of Arts, Commerce and Science** for Higher Education covers two broad areas –

- To facilitate the teaching and administrative staff to attend training programmes like Conference / Workshops / Refresher Courses / Orientation Courses / Faculty Development Programmes, etc.
- To support the academic progress of staff and their wards.

OBJECTIVES:

1. To encourage the teaching staff for presentation of research paper in conferences of National and International Repute.
2. To support the teaching staff to avail opportunity for discussing the novel development, the emerging challenges, future perspectives in their field of interest.
3. To support teaching staff to promote teaching learning, research extension activities and governance through participation in conference and workshops.
4. To enhance their academic credential in line with expectations.
5. To enhance administrative skills of Non-Teaching Staff.



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POLICY

The faculty as well as administrative staff will be reimbursed 50% of the registration fees (twice in a academic year) paid to attend Conferences / Workshops / Refresher Courses /Orientation Courses / Faculty Development Programmes subject to prior sanction from Principal.

The faculty as well as administrative staff will be reimbursed 50% of the Publication fees (twice in a academic year) paid towards publishing articles in journals and conference proceedings subject to prior sanction from Principal.

The faculty as well as administrative staff will be reimbursed 50% of the yearly membership fees for academic associations excluding unions (once in academic year) subject to prior sanction from Principal.

The faculty as well as administrative staff who pursue higher studies in the college will be provided concession in tuition fees provided, they have not availed of any other government scholarship and subject to prior sanction from the management

The wards of faculty as well as administrative staff who pursue higher studies the college will be provided concession in tuition fees provided, they have not availed of any other government scholarship and subject to prior sanction from management.

To attend conference / workshops / Refresher Courses / Orientation courses / FDP proper and prior permission should be taken from the Principal/ Management of the College, certificate should be taken on the College name and after attending event produce Xerox copy of the certificate.



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