



Estd.: 1991

SOMANATH EDUCATIONAL TRUST'S
S. B. PATIL INSTITUTE FOR DENTAL SCIENCES & RESEARCH
BIDAR – 585 402 (KARNATAKA)

(Affiliated to Rajiv Gandhi University of Health Sciences & Recognised by Dental Council of India)

Email: principalsbpdch@yahoo.co.in www.sbpatildentalcollege.in

Ph.: 08482 232101-232588 Fax.: 08482-232101



**POLICY FOR FINANCIAL ASSISTANCE TO TEACHERS
TO ATTEND SEMINAR/CONFERENCE/WORKSHOP AND
OTHER SCIENTIFIC EVENTS**

**S. B. PATIL INSTITUTE FOR DENTAL SCIENCES &
RESEARCH, BIDAR**

SBPDCH | e-governance | 2017-2022

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These guidelines should be called as “Policy for financial assistance to teachers to attend seminar/conference/workshop and other scientific events” for S. B. Patil Institute for Dental Sciences & Research, Bidar.

Preamble

The institute encourages the faculty members to attend the seminar/conference/workshop and other training programs. To share their knowledge, academic growth and collaborations that would facility quality research and academic ambience. Based on the availability of resources with the institution that following guideline have been framed:

Objectives

- Provide financial support to teachers for participating in seminar/conference/workshop and training programs.
- Providing support for staff exchange programme
- Providing support for attending faculty development programme

Fulltime employees whose probationary period is completed, will be eligible for travel grant, if:

Invited to deliver keynote speech

Those who presenting the paper.

Those who are attending such programs to enhance their knowledge.

Pattern of Assistance:

- a. Each Eligible Teacher will be provided maximum if Rs. 10,000/-
- b. In case of if amount is in sufficient teacher must search for the external funding or go in self-financed mode.
- c. TA/DA as per the admissible rule.

Application Procedure

Teacher shall apply in provided format (Annexure 1.) to the registrar at least 45 days before. The Application should be submitted through the Head of the department with recommendation.

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Procedure for Approval

1. Application should be submitted to the principal's office
2. Principal will scrutinize the application and will forward with recommendation to Chairman.
3. The Sanctioning authority will verify the suitability of the application based on the merit of research and relevance to the requirements of the institution.
4. The decision of the sanctioning authority will be final.
5. The sanction of the grant depends upon the availability of funds.

Leave Facility

1. Invited Talk: 2 Days
2. International conference: 6 days
3. For National conference: 4 days
4. For Faculty development programme 7 days

Processing of the application: After the submission of application to the office, it will take 10 days to process. The final decision will be intimated to faculty member within 15 days.

Policy Version 1.0 10.8.2017

Revised Version 2.0 10.8.2022

Drafted By:

Dr. Sharashchandra, IQAC Co-Ordinator

Approved by:

Dr. Shailendra Mashalkar, Principal

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APPLICATION FORM FOR FINANCIAL ASSISTANCE TO FACULTY
MEMBERS TO PARTICIPATE IN SEMINAR/ CONFERENCE /
WORKSHOP