



GURU GOBIND SINGH EDUCATIONAL SOCIETY'S TECHNICAL CAMPUS

Approved by AICTE, New Delhi, Ministry of HRD, Govt. of India :: Affiliated to Jharkhand University of Technology, Ranchi

Policy on Financial Support for Faculty Development

This policy outlines the provisions for financial support to faculty members of GGSESTC, Bokaro, aimed at enhancing their professional skills, fostering research activities, and contributing to academic excellence. It seeks to promote continuous development and facilitate participation in scholarly and professional engagements.

This policy applies to all full-time and part-time faculty members across all departments within the institution. The financial support is designed to aid activities such as academic conferences, research endeavors, professional development, and advanced studies.

The following categories of financial assistance are available:

- **Participation in Conferences, Seminars, and Workshops**
Faculty members may receive financial aid for attending national and international events, covering:
 - Registration fees
 - Travel expenses (as per the institution's travel policy)
 - Accommodation and related costs
- **Research and Development**
Support is provided for:
 - Publication charges in reputable journals
 - Research-related expenditures
 - Subscriptions to academic journals, books, and software
- **Professional Development**
Assistance for short-term courses, certifications, and faculty development programs (FDPs) includes:
 - Full support for institution-organized FDPs
 - Up to 50% support for external programs
- **Advanced Studies**
Support for faculty pursuing higher education (e.g., Ph.D., post-doctoral research).

Faculty members must adhere to the following procedure to apply for financial support:

- **Application Submission**
Applications should be submitted at least 30 days prior to the event or activity. The submission must include:
 - Details of the event or activity
 - A budget estimate with justification
 - A recommendation from the Head of Department (HoD)
- **Evaluation and Approval**
Director and senior faculty members, will review applications based on:
 - The alignment of the activity with the faculty member's academic and professional goals
 - The anticipated benefit to the institution
 - Available budgetary provisions



ADDRESS: KANDRA (V), CHAS, BOKARO - 827013, JHARKHAND, INDIA.
PHONE: 06542-265293, **FAX:** 06542-265346 **E-MAIL:** info@ggsestc.ac.in **Website:** www.ggsestc.ac.in


DIRECTOR
GGSESTC, Kandra, Chas
Bokaro, Jharkhand-827013



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- **Fund Disbursement**

Funds will be provided in two stages:

- **Advance Payment:** Up to 50% of the estimated budget before the activity.
- **Final Settlement:** Balance payment upon submission of a detailed expenditure report and completion certificate.

- ❖ Faculty members must submit a report detailing the outcomes and benefits of the activity within 15 days of its completion.
- ❖ Any unused funds must be returned within 30 days.
- ❖ Activities should align with the institution's goals and priorities.
- ❖ Financial support is subject to the availability of funds.

The Financial Support Committee will monitor the usage of funds and assess the impact of supported activities. An annual report on fund utilization will be submitted to the College Management for review.

The institution reserves the right to amend this policy as necessary based on feedback, financial considerations, and institutional priorities.



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