



FINANCIAL SUPPORT POLICY FOR PROFESSIONAL DEVELOPMENT

Objective:

Dr. D. Y. Patil School of Management recognizes the importance of continuous professional development for faculty members. This policy aims to provide financial support to Teaching and Non-Teaching Staff for attending conferences, workshops, and maintaining professional memberships.

Scope of Financial Support:

Financial assistance will be provided for the following activities:

1. Participation in Conferences, Seminars, and Workshops:

1. Registration fees for seminars, conferences, and workshops.
2. Travel and accommodation allowances for outstation events.
3. Membership fees of professional bodies.
4. Enrolling in professional development courses.
5. The Institute sanctions at actual fees or up to ₹5000 upon application.

Procedure for Application and Approval:

1. Application:

1. Teachers interested in attending conferences, seminars, or workshops must apply to the Institute Director.
2. The application should include details of registration fees, allowances (if applicable), and the purpose of attendance.

2. Approval:

1. The Director of Institute reviews and approves the application.
2. Funds are released by the Accounts section based on the approved request.
3. Reimbursement is provided if the teacher pays the fees directly.

3. Membership Fees:

1. Teachers can apply for membership in professional bodies.
2. The Institute sanctions membership fees up to ₹5000 upon application.
3. Accounts section maintains records of receipts.

Responsibilities:

1. Teachers:

1. Submit timely applications for financial support.
2. Attend approved events and provide necessary documentation.

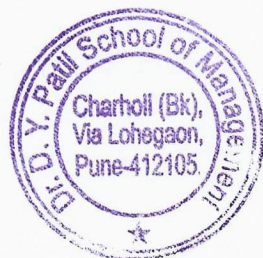
2. Director:

1. Approve applications and ensure compliance with the policy.

3. Accounts Section:

1. Release funds and maintain records.

Review and Updates: This policy will be reviewed periodically to ensure its effectiveness and relevance.



E. B. Khedkar

Dr. E. B. Khedkar
Director,
Dr. D. Y. Patil School of Management



Dr D Y Patil Educational Enterprises Charitable Trust's

Dr D Y PATIL SCHOOL OF MANAGEMENT

(Approved by AICTE, New Delhi Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)

AISHE Code: C-48357 DTE Code: MB6189 SPPU PUN Code: IMMP015810

(Accredited by NAAC)

Date: 04/06/2018

CIRCULAR

(For Internal Circulation)

All faculty members are hereby informed that we have made the policy of financial support for teaching staff in attending conferences/workshops/seminars/training and towards Membership fees for professional bodies.

The policy of providing financial support to the teaching staff to attend the conferences/workshops/seminars/ training etc., organized by International/National/ State reputed universities/colleges/professional organizations and towards Membership fees for professional bodies.

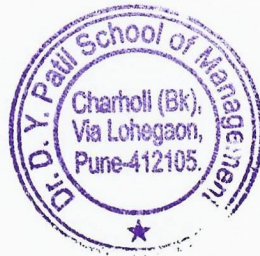
Objectives -

1. To encourage the teachers to attend training and research paper presentations in the conference/ workshop/ seminar etc.
2. To support the teachers to avail the opportunity to discuss the novel development, the emerging challenges, and future perspectives in their field of interest.
3. To support teachers in the promotion of teaching-learning, research extension activities, governance, and leadership through participation in conferences, workshops, seminars, training, etc.
4. To enhance the academic credentials of teachers in line with expectations.

Financial Assistance:

1. The institute will provide financial assistance to every teacher a maximum of Rs. 5000/- per year.
2. The payment of Rs. 5000/- amounts will happen in 10 months, they will get every month Rs. 500/- along with their monthly salary.

All teachers are advised to take advantage of this policy and after attending the International/National/ State workshop/conference/training they need to submit the report accordingly.



Dr. E. B. Khedkar

Dr. E. B. Khedkar
Director

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