JADAVPUR UNIVERSITY
TEQIP PHASE-II
NOTICE FOR FACULTY DEVELOPMENT PROGRAM

Date: 18th Nov., 2013

In place of the previous notice, dated 7th June 2013, **these new guidelines will be applicable for new applications for the period up to October 2014**.

Considering the current status of funds available under this program, henceforth faculty members will be **allowed to attend one international conference/networking tour abroad in addition to one conference/networking tour within the country**. Applications are invited accordingly.

Processing of applications and approval may take at least **2 months**. Applicants should apply accordingly.

All data related to the research activities (including publications) of the applicant **must be uploaded in JU website** before the submission of the application as confirmed in his/her Check List and Application Form.

Applicants must submit following documents (2 sets) in hard copy (duly signed by the applicant and HOD of the Department/School) to TEQIP Cell, JU. The application set will include the following documents in order (format of each may also be downloaded):

1. Check list (duly filled)
2. Application form (duly filled)
3. All enclosures: Invitation letter, 3 quotations for air ticket (one of these three may be available online price), documents for other claims (visa fee, registration fee etc.)
4. Declaration (duly signed).

All of these must be stitched together in above order.

In addition one filled and signed hard copy of training need analysis (format may be down loaded) needs to be submitted.

Also a soft copy of the full application and an excel sheet (**Faculty_Development_TEQIP-II_Application_format.xls), duly filled must be sent to teqip.fsd@gmail.com.**

Report (both signed hard copy and soft copy by e-mail) after any visit must be submitted within three weeks from the date of return. Final financial adjustment will not be made before this. The report may include broad heads as: a) Academic highlights including new developments, b) Participant's contribution, c) Participant's academic gain, d) Benefit to the participant's department/institution.

Details of application package is available at: http://teqip.jdvu.ac.in/

(Sudipta De)

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