



JEYPORE COLLEGE OF PHARMACY

(Under the patronage of Banagiri Development Trust)

Approved by Government of Odisha, All India Council for Technical Education, New Delhi
Pharmacy Council of India, New Delhi, & Affiliated to Biju Patnaik University of Technology

Ref No.:

Date:

POLICY DOCUMENT FOR FINANCIAL SUPPORT TO TEACHERS

Jeypore College of Pharmacy firmly believes in the true empowerment of the faculty members by encouraging them to attend various seminars, conferences, and workshops.

Scope of Financial Support

The teaching faculty are provided with financial support for professional development activities like:

- Participation in seminars, workshops, and conferences.
- Publish research papers in highly reputed journals

Forms of Financial Support

The financial support to the faculty members can be provided for:

- Registration fees for seminars, workshops, and conferences
- Travelling and accommodation allowances in case of seminars, workshops, and conferences conducted outstation
- Membership fees of professional bodies
- Enrolling for a professional development course
- Part publication charges for research paper publication


PRINCIPAL
JEYPORE COLLEGE OF PHARMACY
RONDAPALLI, JEYPORE (K) 764002

Rondapalli, Jeypore, Dist. Koraput-764 002, Odisha

Ph: (06854) 291221, Fax: (06854) 246955

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Procedure for Application and Approval

The Teaching faculty may adopt the following procedure for availing the financial support:

- ❖ The faculty at the time of deputation for seminars, workshops or conferences should submit an application to the Principal regarding the registration fees and any allowances, if applicable. After the approval by the Principal, the funds are released for the same by the Accounts section.
- ❖ In case, the fee is paid by the Faculty member, the amount is reimbursed after following proper application and approval procedure.
- ❖ In case of Research paper publication, the faculty must submit copy of research paper published along with an application for reimbursement of part publication charges to the Research and Innovation Committee. The committee maintains the record of research publication and recommend the Principal for sanction of part publication charges. After due approval of the Principal, the Accounts section releases the fund.
- ❖ The Institution sanctions the membership fees of the teachers who intends to become members of professional bodies. The receipts and records are maintained by the Accounts Section.

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