



Policy Document

on Providing Financial Support to
Teachers for Attending Conferences / Workshops

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About the Policy

Tingkhong College is committed to upholding the highest staff. Recognizing the importance of staying current with advancements in pedagogy and subject matter expertise, the institution has established this policy to provide financial support to teacher attending conferences and workshops

Objectives

The Primary objective of this policy is to encourage and facilitate the continuous professional growth of our teaching staff by supporting their participation in conferences and workshops. By doing so, we air to enhance the overall quality of education provided at Tingkhong College.

1. To encourage the teaching staff for presentation of papers in National and International conferences.
3. Organizing staff training and development programs to enhance skill of professional competency.
4. To upgrade their scholarly accreditations in accordance with the expectations.
5. The teachers are provided with financial support for professional development activities like Participating in the conferences/ seminars/workshops.

The financial support to the teachers can be provided for:

1. Teachers are deputed for seminars, workshops or conferences by the Principal. The teacher makes an application to the Principal regarding their registration fees and allowances, if applicable. After the approval of the Principal, the funds are released for the same by the Accounts section.
2. In case, when the fee is paid by the teacher, the amount is reimbursed after following proper application and approval procedure.

Responsibilities of Teachers:

Teacher's receiving financial support are expected to

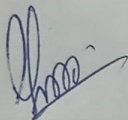
1. Attend the conference / workshop in its entirety
2. Represent Tingkhong College, Tingkhong professionally.
3. Summit the required post event within one week of the event's conclusion.

Implementation of the Policy:

This policy is adopted on 5th February, 2018. The policy is implemented through college website portal. The head of the institute i.e., the Principal is the custodian of this policy. This policy is reviewed by the college administration periodically and updated when it becomes necessary.

Conclusion:

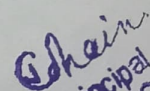
At Tingkhong College, we believe that investing in the professional development of our teaching staff is integral to maintaining the high standards of education. This policy reflects our commitment to fostering a culture of continuous learning and improvement.



IQAC Coordinator

Tingkhong College

Coordinator, IQAC
Tingkhong College
Tingkhong



Principal
Tingkhong College

Principal

Tingkhong College