



University Policy on Financial Support for Faculty Development Activities

Objective

This policy aims to provide financial assistance to faculty members for attending conferences, workshops, and obtaining memberships in professional bodies. This support is intended to promote faculty development, enhance academic contributions, and strengthen the university's reputation.

Eligibility

All full-time faculty members are eligible to apply for financial support. Priority will be given to those presenting papers, organizing sessions, or contributing to the event in an official capacity. Faculty members seeking to attend international events or prestigious professional bodies will be considered based on their contribution to the university's academic mission.

Scope of Support

1. Conferences and Workshops: Financial support may cover registration fees, travel expenses, accommodation, subject to university budgetary constraints and relevance to the faculty member's discipline or research area.

2. Membership in Professional Bodies: The University will provide partial or full reimbursement for membership fees in recognized professional organizations, where membership is essential for academic or research activities.

Application Process

Faculty members must submit a formal request to the Office of Pro Vice Chancellor office / Dean Academics through proper channel, including details of the event, expected benefits, and a budget estimate. Applications should be submitted at least two months in advance for proper evaluation and approval.

Review and Approval

The Faculty Development Committee will review applications and make recommendations based on the alignment of the event with the university's strategic goals, the applicant's past contributions, and available funds.

Reporting

Upon return, faculty members are required to submit a brief report highlighting key learnings and outcomes to the Pro Vice Chancellor Office / Dean Academics Office