

JADAVPUR UNIVERSITY  
TEQIP PHASE-II  
NOTICE

Date: 14 March, 2013

Fresh applications are invited for the period August 2013- March 2014 regarding possible conference/seminar participation (in form of paper presentation, session chairing, delivering keynote/invited lecture) and collaborative training at the international/national level under TEQIP Phase-II scheme. These applications are invited according to the TEQIP-II Revised guidelines for Faculty Development Scheme. Please note the following points while submitting your application:

1. Any faculty can avail this opportunity only once in the entire duration of the program (i.e. till December, 2014)
2. For the International events, the visit has to be restricted to 7 days. For the national events, the visit has to be restricted to 21 days.
3. TEQIP will fund the entire amount required by the participant to attend a program. However, the participant will only get support for the duration of the conference
4. Travel mode (air/train) for attending national events will be as per the University rule.
5. Per diem allowance for both the national and international events will be as per rule.
6. Signed hard-copy of the Training Need Analysis form should be submitted at TEQIP Cell on or before 7<sup>th</sup> April, 2013.
7. The attached excel sheet need to be submitted on or before 7<sup>th</sup> April, 2013 for International and /National travel at [teqip.fsd@gmail.com](mailto:teqip.fsd@gmail.com).
8. The Application form for International Travel (available in revised guideline) needs to be submitted at least 4 months prior to the intended date of travel. Duly filled application forms will be forwarded by the University to the concerned authority for the next level of approval. The entire processing is expected to take at least three months on average.
9. The attached Application form for National Travel needs to be submitted at least 1 month prior to the intended date of travel.
10. On return from the Travel, a follow-up report needs to be submitted within three weeks.
11. Faculties are requested to strictly adhere to the formats prescribed in the above forms while filling in necessary information
12. For necessary information, please contact Prof. Sudipta De, Nodal Officer, Faculty Development (Ph: 9831245561).

Sd/

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