



A.M.A.L. COLLEGE

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NAAC ACCREDITED B++ GRADE

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Providing financial support to the faculty members for attending Capacity Building/ Faculty Development Programmes

POLICY DOCUMENT

Objective	This policy aims to outline the guidelines and procedures for providing financial support to the faculty members attending faculty development programmes organized by various institutes and academic staff colleges of universities
Eligibility Criteria	▪ All the full time faculty members are eligible to apply ▪ Preference given to those presenting papers or actively participating in the programme
Funding allocation	▪ Financial support will cover registration fee and travel expenses ▪ Maximum amount per faculty member will be decided annually by the college administration
Application process	▪ Faculty members must submit application in the prescribed format to the Principal through HoD.
Approval process	▪ The committee will review applications based on merit, relevance to the faculty roll and alignment with college goals ▪ Decision will be communicated to the applicants within a specified timeframe.
Reporting requirement	▪ Faculty members must submit original receipts of registration and the travel expenses within seven days of completing the programme. ▪ Faculty recipients are required to submit a brief report on the FDP attended and acquired knowledge
Compliance and Ethics	▪ Any misuse or non-compliance with the policy will result in appropriate actions as per the college disciplinary guidelines

This policy aims to foster continuous professional development among faculty members, enhancing the overall quality of education at our degree college.


IQAC Coordinator




Principal
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