



MADHA DENTAL COLLEGE & HOSPITAL

(A Christian Minority Institution)

(Recognised by the Dental Council of India, New Delhi (F.No.v.12017/75/2006-DE dt.01.11.2011)
and affiliated to the Tamil Nadu Dr. M.G.R. Medical University, Chennai)

Madha Nagar, Kundrathur, Chennai - 600 069. Ph.: 72739 01234, 72749 01234, Fax : 2478 0798
E-Mail : info@madhadentalcollege.com Website : www.madhadentalcollege.com

Admin. Office : 1A, Chari Street, North Usman Road, T.Nagar, Chennai - 17. Ph : 2814 0212, Tele fax : 044-2814 0213

Policy Document for financial assistance for attending conference/Symposium/ Workshop / Training Programme/ Professional memberships	Last reviewed: 18-10-2021 Issue: 1 Pages: 6
Policy	Policy Document on Financial Assistance for Attending Conference / Symposium/ Workshop / Training Programme/Professional memberships
Purpose	Financial support to faculty for attending conferences /symposium / workshop/training Programmes/registration in professional bodies
Procedure	TYPE OF FINANCIAL SUPPORT: For international conferences/symposium/workshop/training program 1. The institution will provide financial support for the faculty attending and presenting paper international conferences /symposium/ once in a year. 2. The institution will provide financial aid once in two years for the faculty attending international conference/symposium/workshop as speaker and or presenting paper/poster. For National/state Conferences/Symposium/CDE/ FDP/ Workshop/Training Program 1. The institute will reimburse part of the transport and registration fees for the faculty attending and presenting paper once in a year. 2. For the faculty attending workshop/training programs/FDP/CDE as a speaker and or as a delegate, the institute will provide additional financial aid for the individual once in a year. For registration in Professional bodies 1. Registration charges of up to Rs. 10000/- for membership in professional bodies. Each faculty can avail this support only once during their tenure.



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	<p>Limit of Support:</p> <ol style="list-style-type: none">1. For international conferences the maximum limit is Rs 50000 per faculty (once in 2 years)2. For National conferences, the maximum limit is Rs 8000 per year <p>2. For state conferences the maximum limit is Rs 4000 per faculty/year</p> <p>Procedure For Applying:</p> <ol style="list-style-type: none">1. Faculty can apply for financial aid to the management through the principal, using the Conference support reimbursement form.2. Application should be submitted with supporting documents (receipt of payment of registration fees, travel receipts).
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Prepared by IQAC Coordinator	Verified by IQAC Director	Approved by Principal
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