



# **T.K.M. College of Arts and Science Kollam**



## **Policy Document**

## **Financial Assistance to Teachers**



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# T.K.M. COLLEGE OF ARTS & SCIENCE

KOLLAM - 691005 (Kerala State)

NAAC REACCREDITED : A GRADE

Date : .....

## **POLICY DOCUMENT ON FINANCIAL ASSISTANCE TO TEACHERS**

T. K. M. College of Arts and Science has always been committed to achieve excellence in academic performance; one of the primary means of ensuring quality education is by encouraging the faculty members to remain updated in the various aspects of teaching-learning process and stay abreast of the latest developments in their respective fields. Through the interventions of the College Council, Academic Advisory Council and Research Committee, TKMCAS encourages teachers to attend Seminars, Conferences and Workshops to enhance their academic rigour. In this spirit, the College has adopted a policy of providing financial assistance towards membership fees of professional bodies as well as registration fees, logistics expenses for attending academic programmes.

### **Policy Guidelines for Financial Assistance**

Monetary assistance will be provided for involvement in the following academic activities:

1. Orientation/Faculty Induction Programmes and Refresher Courses
2. Seminars, Workshops, Conferences
3. Faculty Development Programmes
4. Membership fees of professional bodies

### **Financial Support**

The extent of monetary support towards Registration fees/Travel Allowance/Membership fees, will be determined by variables such as the relevance/nature of Seminars/Conferences/Workshops, requirement of the faculty and the availability of funds.



## Leave Policy

The College grants duty leave to faculty members attending Seminars/Conferences/Workshops as per the guidelines of Deputy Directorate of Collegiate Education, Government of Kerala.

  
**PRINCIPAL**

**Principal**  
Professor in  
Drawing & Disbursing Officer  
TKM College of Arts & Science  
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