



## Financial Aid Policy For Faculty, Office Staff & Students Bijni College::Bijni

With view to encourage the faculty, office staff and students for larger involvement in personality development, research activities and systemic office management with the help of technology, the institution has the following financial aid schemes.

### **Schemes:**

- 1. Scheme-1:** 50% TA (As per Govt. norm) is paid to the applicant who engages in faculty exchange programme through MoU on producing Invitation letter as Resource Person. (Once in an Academic Session).
- 2. Scheme-2:** 100% TA (As per Govt. norm) is paid to resource person who is invited to the college in International/National/State/University level Seminar/Workshop/Talks etc. through the organizing committee.
- 3. Scheme-3:** Registration fee is paid to the applicant who participates in International/National Seminar as a paper presenter and having publication in seminar proceeding. (Once in an Academic Session).
- 4. Scheme-4:** Registration fee is paid to the non-teaching applicant who participates in the training programme on office management organized by reputed body. (Once in an Academic Session).
- 5. Scheme-5:** 100% amount is paid to the Bijni College Publication Board for the publication of ISBN-Books/ISSN-Journals/ISSN-Magazines.
- 6. Scheme-6:** A minimum Amount is paid to the Head of the Departments for conducting quality departmental academic activities. (Once in an Academic Session).
- 7. Scheme-7:** Fund is paid to the organizing committee for conduction Faculty Induction Programme/Institutional Training Programme/International, National, State and University level Seminar/Workshop/Talks etc.
- 8. Scheme-8:** Minimum financial aid is provided to the faculty/student researcher who conducts micro level research on any issues connecting with Indian Knowledge System within greater Bijni area.

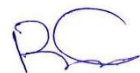
## **Guidelines:**

**1. *Guideline-1:*** Application for availing the schemes of financial aid to the teaching, non-teaching staff and student researcher of Bijni College is granted based on the satisfied recommendation of IQAC, Co-ordinator, Bijni College.

**2. *Guideline-2:*** After completion of the activity, who avails the scheme are directed to submit Geo-tag Photo, Appreciation Letter /Certificate/Research Report and proper voucher of financial utilization to the IQAC, Co-ordinator.

**3. *Guideline-3:*** Failing to complete the activity under the scheme and non-submitting the documents stated in guideline-2 will have to refund 100% amount within a month.

***Note:*** Granting the application for financial aid will be depend on the availability of fund.



Prinćipal

Bijni College::Bijni, Assam, India

**Principal**

**Bijni College, Bijni**

Application Form  
**For Availing Financial Aid Scheme**  
Bijni College::Bijni, Assam, India

**To,**  
**The Principal**  
**Bijni College::Bijni, Assam, India**

*Through the IQAC, Co-ordinator, Bijni College*

**Sub: Availing Financial Aid Scheme**

1. Name of Applicant : .....

2. Email : .....

3. Contact No. : .....

4. Official Designation/Semester & Department/Administrative Responsibility: .....

5. Name of the Scheme : .....

6. Brief description on the tentative utilization of fund: .....

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Full Signature of Applicant

*To be submitted with Application under Scheme No. 8*

**Proposed Research Work**

- 1. Project Title :
- 2. Introduction :
- 3. Research Questions :
- 4. Objective :
- 5. Significance :
- 6. Methodology :
- 7. Study Area :
- 8. Conclusion :
- 9. References :
- 10. Budget

**Item Estimated Expenditure: Rs. ....**

10.1 Travel for Field Work Rs. ....

10.2. Contingency Rs .....

10.3. Equipment etc. Rs. ....

11. Time Plane: .....

**1. First 1 Month:**

Activity: .....

**11.2 Second 2 Month:**

Activity: .....

**11.2 Third 3 Month**

*Researcher Report writing and submission to the Research & Publication Cell, Bijni College*

*Full Signature of Applicant*