

CIRCULAR

No.GCU/UAG-08-09/6/95

Date: 23.4.2009

Sub: Proposal for UGC Travel Grant for Academic Exchange of Teachers within India for the year 2009-2010.

Sir/Madam,

It is to inform that the University is going to consider proposals for inviting experts for delivering lecture under the UGC Travel Grant for Academic Exchange of Teachers with in India head for the year 2009-2010 i.e. up to 31.3.2010 in the enclosed prescribed form, which will be considered on First Come First Serve basis.

While sending proposals to the University under this grant, the Deans/Principals/Heads of the Institutions are requested to specify the estimated expenditure to enable this office to accord sanction. They are also requested to send a report to this office by the end of 28th February 2010, indicating the position of expenditure already made/likely to be made up to 31st March 2010, so that necessary arrangement can be made.

All Deans/Principals are requested to take necessary action in this regard and circulate to all the Faculty members for wider participation.

Yours sincerely,

Development Officer
For Registrar

Encl: As Above

Copy f.w.cs.to:-

1. All the Deans of the Faculties
2. Principals of Colleges
3. Heads of Institutions
4. Section A/Audit
5. Circulation file (VC/PVC/R – for perusal)

UNIVERSITY GRANTS COMMISSION GUIDELINES

for

General Development Assistance during
XI Plan Period 2007-2012

Travel Grant for Academic Exchange of Teachers within India

For visits of teachers/experts/scientists within the country the following norms shall be followed.

- I. Free accommodation and board to be provided by the host university to be provided by the host university from its own sources.
- II. Travelling expenses of the visiting teachers/experts may be met out of the grant under this scheme according to the rates prescribed by the host institution including air fare (wherever necessary) with the approval of the Vice Chancellor.
- III. The visiting teacher/expert may be paid an honorarium upto Rs. 1,000/- per lecture/seminar. A maximum amount of Rs. 3,000/- would be admissible for an assignment of not less than two weeks duration.

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**THE MAHARAJA SAYAJIRAO UNIVERSITY OF BARODA
VADODARA**

**Application for financial assistance under the Travel Grant for Academic
Exchange of Teachers under UGC Unassigned Grant for the year 2009-2010**

- 1 Name of the Teacher/Scientist :

- 2 Designation :

- 3 Qualification :

- 4 Complete Bio-data :

- 5 Address (a) Office :

- (b) Residence :

- 6 The description of work plan (i.e. No. of lectures, topics etc) :

- 7 Duration :

- 8 Mode of Journey :

- 9 Expected Expenditure :

- (a) Honorarium :

- (b) Travel Expenses :

- (c) Accommodation :

Head, Dept. _____

Dean, Faculty of _____