



NATIONAL INSTITUTE OF TECHNOLOGY SILCHAR

(An Institute of National Importance)

SILCHAR - 788 010, ASSAM, INDIA

OFFICE OF THE TEQIP – II Cell

Ground Floor, Old Electronics Building, NIT Silchar

Phone: (03842) - 240113

E-mail: teqip.nits@gmail.com

Website: www.nits.ac.in

**Guidelines for attending Conference/ Workshop/Seminar/ Symposium/
STTP/Training etc under TEQIP-II: NIT Silchar**

1. Faculty/Staff members and PG/PhD students may be allowed to attend permissible program under TEQIP-II. No contractual staffs are allowed as per NPIU guidelines.
2. Faculty members/Staffs/Students may apply for attending Conference/ Workshops/ Seminar/ Symposium/ STTP/Training etc. as per the available format.
3. A faculty/Staff may avail maximum **THREE** numbers of Programs in an academic year (including vacation/holidays). In case any faculty/staff deputed/nominated by the Institute authority shall not be counted within the above three.
4. A student may avail maximum **TWO** numbers of Programs in an academic year, out of which one must be presentation of paper in conference.
5. Poster presentation shall be discouraged.
6. In case of presenting paper, the applicant shall preferably be 1st author of the paper.
7. TA/DA and leave rule for all (faculty/staff/student) shall be as per Institute norms.
8. Scrutiny member(s) shall verify the fulfillment of requirement and the information submitted by the applicant before recommending the proposal to the higher authority.
9. In all the cases, the applicant shall submit a report to the TEQIP office after attending the program, as per the format available.
10. The Director, NIT Silchar shall have the right to alter/reject any of the above issues at any point of time.

**Coordinator
TEQIP-II**