

UGC HUMAN RESOURCE DEVELOPMENT CENTRE (HRDC)
Sambalpur University

Jyoti Vihar, Burla, Sambalpur– 768 019, Odissa

Tel:0663-2432137(O), Fax-0663-2432137

e-mail:ugcascsu@gmail.com



From:

Prof. A.K. Das Mohapatra,

Director

No. 122 (60) /HRDC

Dt: **03.06.2017**

To

As per Annexure- I.

Sub: Invitation to participate in the Summer Course to commence from 17.06.2017.

Ref: DHE Letter No.5M-16-17-I-21181// dt. 02.06.2017

Sir/Madam,

With reference to the above, I am pleased to inform you that you have been **provisionally selected** for joining the Summer Course to be conducted by the UGC-HRDC, Sambalpur University from 17.06.2017 to 07.07.2017.

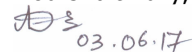
You are requested to register yourself for the said programme by **submitting the hard copies** of the duly filled in Application Form along with the Annexures B and D duly forwarded by the Head of your institution/ college so as to reach the Director, HRDC, Sambalpur University on or before 13.06.2017 by speed post or in person, failing which your case will not be considered.

Your final registration will however depend on the following conditions:

- That
- (1) your College/Institute is included under Section 2(f) and 12(B);
 - (2) You agree to bear the cost of the programme of your own in case your institute/ college is not included under Section 12(B).
 - (3) You have maintained a gap of at least one year between this course and the last Orientation Programme/ Refresher Course you have attended;
 - (4) You agree to stay in the HRDC Hostel on a twin sharing basis, in addition to observing other rules of the Hostel/University;

You may note that the course will not start in case the number of registered candidates falls short of the UGC specified minimum number. You are therefore requested to check the university website www.suniv.ac.in for confirmation or get the confirmation from this office over telephone No.0663-2432137/8984207048 on 14.06.2017 before getting relieved to join the course. Further, you may also note that a Registration Fees of Rs.1000/- may be charged for the participation in the event of the UGC does not waive it off, which was free during the XIIth Plan.

Yours faithfully,

 03.06.17

Director

- Encl:
1. Annexure-I (list of teacher)
 2. Application Form
 3. Annexure-A: Format for Relieved Order
 4. Annexure-B: Format for Section 2 (f) certification.
 5. Annexure-C: Format for Medical Certificate
 6. Annexure-D: Format for undertaking for accommodation in the HRDC Hostel

Annexure- I

<u>Sl. No.</u>	<u>Name of the Lecturer's with College Address</u>
1.	Debaraj Swain, Asst. Prof. in History, S. B. R. Govt. Women's College, Berhampur, Ganjam
2.	Dr. Chittaranjan Satpathy, Lecturer in History, S. B. R. Govt. Women's College, Berhampur, Ganjam
3.	Ganeswar Majhi, Asst. Prof. in Economics, Niranjan Govt. Women's College, Aska, Ganjam
4.	Debaraj Parida, Lecturer in Botany, Dhenkanal Auto College, Dhenkanal
5.	Mamata Khatua, Asst. Prof. in History, D. D. Auto College, Keonjhar
6.	Dr. Gopal Haldar, Asst. Prof. in Botany, V. Deb. Auto College, Jeypore
7.	Babita Bhitria, Lecturer in History, S. G. Women's College, Rourkela
8.	Namita Kumari Das, Asst. Prof. in Psychology, Dhenkanal Auto College, Dhenkanal
9.	Manmath Kumar Majhi, Asst. Prof. in English, Model Degree College, Nabarangpur
10.	Bibhuti Bhusan Sahoo, Lecturer in Economics, Govt. College, Sundargarh
11.	Nikunja Kishore Sethy, Lecturer in Economics, Govt. College, Sundargarh
12.	Kulamani Behera, Lecturer in Odia, Govt. College, Sundargarh
13.	Debasis Lenka, Asst. Prof. in Odia, N. C. Auto College, Jajpur
14.	Dr. Gopinath Panda, Lecturer in Vyakarana, B. N. Sanskrit College, Tukuna, Keonjhar
15.	Sudarsan Sahoo, Lecturer in English, B. N. Sanskrit College, Tukuna, Keonjhar
16.	Iswar Chandra Choudhury, Lecturer in Mathematics, Vesaja Patel College, Duduka, Sundargarh
17.	Radhakanta Naik, Lecturer in English, Vesaja Patel College, Duduka, Sundargarh
18.	Dr. Soudamini Tripathy, Lecturer in Sanskrit, Vesaja Patel College, Duduka, Sundargarh
19.	Bhajaman Nayak, Lecturer in Economics, Vesaja Patel College, Duduka, Sundargarh
20.	Dr. Prasanta Kumar Mohapatra, Lecturer in Odia, People's College, Buguda, Ganjam
21.	Upamanyu Bag, Lecturer in History, P. S. Jr. Mahavidyalaya, Deogaon, Bolangir
22.	Maitri Baghel, Lecturer in Psychology, P. S. Jr. Mahavidyalaya, Deogaon, Bolangir
23.	Debabrata Guru, Lecturer in English, P. S. Jr. Mahavidyalaya, Deogaon, Bolangir
24.	Dr. Satya Narayan Nanda, Lecturer in Commerce, Ask a Science College, Nuagaon, Aska, Ganjam
25.	Ramesh Chandra Jain, Lecturer in Commerce, Ask a Science College, Nuagaon, Aska, Ganjam
26.	Dr. Shaikh Sayeed, Lecturer in Hindi, Ask a Science College, Nuagaon, Aska, Ganjam
27.	Pradeep Kumar Padhi, Lecturer in History, Ask a Science College, Nuagaon, Aska, Ganjam
28.	Prafulla Chandra Naik, Lecturer in Political Science, Ask a Science College, Nuagaon, Aska, Ganjam
29.	Prafulla Kumar Behera, Lecturer in History, Gopalpur College, Gopalpur, Balasore
30.	Pravakar Mahajan, Lecturer in English, Gopalpur College, Gopalpur, Balasore
31.	Dr. Pratiba Mohanty, Lecturer in Odia, Gopalpur College, Gopalpur, Balasore

32. Dr. Pankajini Jena, Lecturer in Hindi, Gopalpur College, Gopalpur, Balasore
33. Ajaya Kumar Parhi, Lecturer in Logic & Philosophy, Gopalpur College, Gopalpur, Balasore
34. Sujata Mohapatra, Lecturer in Mathematics, Bhadrak Women's College, Bhadrak
35. Dr. Eteesradha Tripathy, Lecturer in Home Science, S. C. College, Chandanbati, Balangir
36. Hrudananda Dash, Lecturer in History, S. C. College, Chandanbati, Balangir
37. Dadhibaman Padhan, Lecturer in Economics, S. C. College, Chandanbati, Balangir
38. Gajaraj Patra, Lecturer in History, Anchal College, Padampur, Bargarh
39. Krishna Mohan Panda, Lecturer in History, Anchal College, Padampur, Bargarh
40. Purnima Mayee Dash, Lecturer in English, L. N. College, Jharsuguda
41. Dr. Swarnamayee Purohit, Lecturer in English, L. N. College, Jharsuguda
42. Jugal Kishore Hota, Lecturer in History, Jhadeswar Mahavidyalaya, Tolkani, Jajpur
43. Dillip Kumar Jena, Lecturer in History, Jhadeswar Mahavidyalaya, Tolkani, Jajpur
44. Manoj Kumar Mishra, Lecturer in Economics, Jhadeswar Mahavidyalaya, Tolkani, Jajpur
45. Krushna Chandra Mohanta, Lecturer in English, Jhadeswar Mahavidyalaya, Tolkani, Jajpur
46. Ramesh Chandra Agasti, Lecturer in Commerce, Gopalpur College, Gopalpur, Balasore
47. Basanta Kumar Mishra, Lecturer in Economics, Gopalpur College, Gopalpur, Balasore
48. Bighnaraj Padhi, Lecturer in Mathematics, Aska Science College, Aska, Ganjam
49. Himansu Sekhar Rath, Lecturer in Odia, People's College, Buguda, Ganjam
50. Pravanjan Muni, Lecturer in IRPM, People's College, Buguda, Ganjam
51. Sangram Keshari Nanda, Lecturer in Philosophy, Deogarh College, Deogarh
52. Udit Kumar Patel, Lecturer in Mathematics, Vesaja Patel College, Duduka, Sundargarh
53. Jibadhana Pati, Lecturer in History, Vesaja Patel College, Duduka, Sundargarh
54. Sarat Chandra Swain, Lecturer in English, Mahima Mahavidyalaya, Joranda, Dhenkanal
55. Bijaya Kumar Barik, Lecturer in History, Saraswata Mahavidyalaya, Kuamara, Mayurbhanj
56. Pradeep Kumar Panda, Lecturer in English, Jamankira Degree College, Jamankira, Sambalpur
57. Arun Kumar Patel, Lecturer in History, Jamankira Degree College, Jamankira, Sambalpur
58. Biranchi Bhuian, Lecturer in History, Kandhamal Jr. Mahavidyalaya, Sarangada, Kandhamal
59. Ashok Kumar Lenka, Lecturer in Odia, Kandhamal Jr. Mahavidyalaya, Sarangada, Kandhamal
60. Arun Kumar Hota, Lecturer in Economics, Panabeda Jr. Mahavidyalaya, Chandahandi, Nabarangpur



UGC-HUMAN RESOURCE DEVELOPMENT CENTRE (HRDC)

SAMBALPUR UNIVERSITY, JYOTI VIHAR

SAMBALPUR- 768019, Ph. 0663-2432137

email-ugcascsu@gmail.com

APPLICATION FORM FOR ORIENTATION/ REFRESHER COURSE

Instructions:

- This application form must be filled in completely, with no column left blank, and forwarded through proper channel to the **Director, Human Resource Development Centre (HRDC), Sambalpur University, Jyoti Vihar, Burla, Sambalpur- 768019** so as to reach within the stipulated date.
- The application form must be accompanied by all annexures and a Demand Draft of Rs. 1000/- (Rupees One Thousand) only towards registration fees (Non-refundable) payable to the **“Director, UGC-Human Resource Development Centre (HRDC), Sambalpur University” payable at SBI, Jyoti Vihar branch (Code: 06672).**
- Every participant will be required to submit a project and present a seminar talk during the course.
- The course is fully residential and certificate of completion of course will be given to those participants who attend the course for the full duration of 144 contact hours in case of Orientation Programme and 108 hours in case of Refresher Course.
- There is no provision of any kind of leave during the course. In case a participant falls short of the desired 144/ 108 hours, he/ she will be required to make up the short fall in the next course at their own cost to get the certificate.
- T.A. will be paid as per UGC rules.

APPLICATION FOR: REFRESHER COURSE IN:
 ORIENTATION PROGRAMME:.....

Duration of the Course: From..... to.....

Bank Draft No..... Date..... Amount of Rs.....

1. Name: (In Block Letters) Dr/Mr./Miss/ Mrs.....

2. Designation:.....

3. Date of Birth:..... Gender: Male Female

4. Category: SC ST OBC General

5. Qualification..... Subject.....

Specialisation.....

6. Phone (with STD code): (R)..... (M).....

Fax:..... E-mail.....

7. Address: College/ University/ Institute:

Type of Institution: Govt. Private Autonomous

8. a. Date of first appointment as Lecturer in Degree College:

b. Date of joining in the present post : c. Due date of Promotion :

d. Whether your sanctioned post is for +2 or +3 Branch.....

9. Nature of Appointment Regular Part-time Ad hoc Contract

10. Teaching Experience..... Years..... Months.....

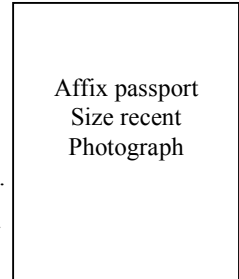
11. Scale of Pay..... Basic Pay..... Grade Pay..... or Fixed Pay.....

12. Official Address.....

PIN.....

13. Residential Address.....

PIN.....



14. Details of the Orientation and Refresher Courses attended:

Course	Date and Duration	Institution
Orientation Course		
Refresher Course		

15. Whether accommodation is required: Yes No Food Preference: Veg Non-Veg.

DECLARATIONS

I hereby declare that all the information furnished in this application form is true and complete to the best of my knowledge and belief. I understand that in the event of any information being found false or incomplete my application shall stand rejected.

Place _____

Date _____

(Signature of the teacher)

Recommendation of the forwarding authority:-

I hereby certify that:

- (i) Our College/ University is included in the list of institution under Sec. 2(f) and under section 12(B) of the UGC Act (Please enclose Annexure- B);
- (ii) Our College does not come in the purview of the Section 12(B) of the UGC Act, but has been included under section 2 (f) and has been affiliated to _____ University for _____ years (Please enclose Annexure- B);
- (iii) The above applicant has not attended any Orientation/ Refresher Course conducted by Sambalpur University or any other University/ Institution except as indicated in Col. No. 14. above;
- (iv) The application of the above named teacher is forwarded with recommendation that when selected, he/she will be relieved in time to participate in the above course; and
- (v) The information given above by the applicant is true, complete and correct.

Date _____

Principal/ Head of Institution
(With Office Seal)

NOTE:

1. For the Orientation Programmes, newly appointed lecturers upto six years of continuous service and all those teachers who required orientation for getting a higher grade will be allowed.
2. For Refresher Courses, participation in the Orientation Programme is a prerequisite for admission. However, in exceptional cases a teacher may be allowed to complete a refresher course prior to completion of an Orientation Programme. There should be a minimum gap of one year between two courses, though it may be relaxed if adequate number of participants is not available or it is essential for the teacher to fulfill eligibility condition for career advancement.
3. Part-time/ Ad hoc/ temporary/ contract teachers who have been teaching for at least three academic sessions in an institution which has been affiliated to a University for at least two years may be permitted to participate in the Orientation/ Refresher Course to enhance their skills.
4. If a participant fails to complete the requisite contact hours in a programme, he will have to make up for the backlog hours at his/her own cost in another programme conducted by HRDC.
5. The University website www.suniv.ac.in contains details of the application form and latest schedule of programmes.
6. **Intimation about confirmation of selection and registration shall be communicated to the participant by his/ her e-mail.**

ANNEXURE- A

RELIEVE ORDER

To
The Director
UGC-HRDC, Sambalpur University
Jyoti Vihar, Burla, Sambalpur-768 019

Sub: Relieve order of Mr/Ms/Dr.....
for joining the Orientation programme/Refresher course/Short term course.

Ref. Your letter No.....dated..... and DHE letter No....., dated.....

Sir/Madam,

With reference to the above, I am to inform you that Mr/Ms/Dr.....
is hereby relieved today the day of, 20.....FN/AN to enable
him join the Orientation programme/Refresher course/Short term course being conducted
by UGC-HRDC, Sambalpur University from.....to.....

He/She shall attend the classes full time and shall not avail any kind of leave during the
programme and his/her period of absence shall be treated as per rule.

Signature & Seal of
REGISTRAR/PRINCIPAL/DIRECTOR
of the relieving institute

ANNEXURE- B

Declaration for inclusion/non inclusion in Section 2(f) of UGC

1. I hereby declare that our College /University/Institute, namely.....
.....
has been / has not been included under Section 2(f) of UGC.

2. I further declare that our college/university/institute is /is not included under Section 12(b) of the UGC Act.

Signature & Seal of
REGISTRAR/PRINCIPAL/DIRECTOR
of the relieving institute

Note:- Please strike out whichever is not applicable.

ANNEXURE- C

MEDICAL CERTIFICATE

Certified that Mr/Ms/Dr....., Son/Daughter/Wife of
....., a resident of
.....
. is medically fit to join and undergo the Orientation programme/ Refresher Course/ Short
term programme being conducted by UGC-HRDC, Sambalpur University
from.....to.....

Signature of the Physician with date

Regn. No.....

Seal

ANNEXURE- D

UNDERTAKING FOR ACCOMMODATION IN THE HRDC, SU HOSTEL

I,

hereby undertake that I shall stay in the HRDC hostel alone as a participant of Orientation Programme/Refresher Course/Short Term Programme and shall not allow any unauthorized person(s) including my family member(s) to stay with me in the hostel.

I further undertake that I shall not carry and keep any objectionable articles in the hostel during my stay; shall leave the hostel immediately upon completion of the programme or before the completion of the programme if so desired by HRDC, SU; and shall fully abide by the rules of HRDC, SU hostel in force.

I also undertake not to indulge in any action that may cause inconvenience to the office, teachers, staff, students and fellow participants during my stay in the HRDC, SU hostel.

Full signature of the applicant

Address.....

.....
.....

Contact No.....

Primary-

Alternative-