

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. 303 (75) /HRDC

Dt: **21.09.2017**

To

As per Annexure- I.

Sub: Participation in Refresher Course in Tribal Studies (IDC)

Ref: DHE Letter No.5M- 16- I -17- 33590// dt. 16.09.2017

Sir/Madam,

With reference to the above, I am pleased to inform you that you have been **provisionally** selected for joining the Refresher Course in **Tribal Studies** (IDC) to be conducted by the HRDC, Sambalpur University from 20.10.2017 to 09.11.2017.

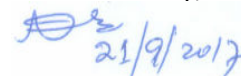
You are therefore requested to register yourself for the said programme by **submitting the hard copies** of duly filled in Application Form along with the Annexures and a non-refundable admission fee of Rs.1000/- payable in the form of demand draft drawn in favour of the Director, UGC-Human Resource Development Centre (HRDC), Sambalpur University payable at SBI Jyoti Vihar Branch (code No.06672), duly forwarded by the Head of your institution / college so as to reach the Director, HRDC, Sambalpur University **on or before 14.10.2017** 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 unless attending this programme is an urgent necessity for you.
  - (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](http://www.suniv.ac.in) for confirmation or get the confirmation from this office over telephone No.0663-2432137/9090502933 on 17.10.2017 before getting relieved to join the course.**

Yours faithfully,

  
21/9/2017

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**

<b><u>Sl. No.</u></b>	<b><u>Name of the Lecturer's with College Address</u></b>
1.	Sujata Pradhan, Asst. Professor in History, Rourkela College, Rourkela, Sundargarh
2.	Ramani Ranjan Panigrahi, Asst. Professor in English, Rourkela College, Rourkela, Sundargarh
3.	Dr. Subrat Kumar Samal, Asst. Professor in English, Rourkela College, Rourkela, Sundargarh
4.	Rabindra Kumar Jena, Asst. Professor in Economics, Rourkela College, Rourkela, Sundargarh
5.	Sri Narendra Kumar Pradhan, Asst. Professor in Education, Govt. Women's College, Keonjhar
6.	Sri Panchanan Behera, Reader (SS) in Economics, Govt. Auto College, Phulbani
7.	Dr. Sudarsan Sahoo, Asst. Professor in Commerce, Govt. Auto College, Phulbani
8.	Namita Kumari Das, Asst. Professor in Psychology, Dhenkanal Auto College, Dhenkanal
9.	Dr. Aditya Meher, Asst. Professor in English, Dhenkanal Auto College, Dhenkanal
10.	Sri Pradeep Kumar Panda, Asst. Professor in Economics, D. D. Auto College, Keonjhar
11.	Sri Prakash Chandra Behera, Asst. Professor in Geology, D. D. Auto College, Keonjhar
12.	Sri Rudrakanta Majhi, Asst. Professor in Geology, D. D. Auto College, Keonjhar
13.	Smt. Mamata Khatua, Asst. Professor in History, D. D. Auto College, Keonjhar
14.	Dr. Biswa Ranjan Dhal, Asst. Professor in History, D. D. Auto College, Keonjhar
15.	Sri Harihar Mallick, Asst. Professor in English, N. S. C. B. College, Sambalpur
16.	Sri Prakash Surin, Lecturer in English, S. G. Women's Jr. College, Rourkela, Sundargarh
17.	Ghanashyam Behera, Lecturer in Education, Govt. Women's College, Bolangir
18.	Manoranjan Mishra, Reader (SS) in History, Govt. Women's College, Bolangir
19.	Sri D. N. Panda, Asst. Professor in English, Rajendra Auto College, Bolangir
20.	Sri U. N. Behera, Asst. Professor in Economics, Rajendra Auto College, Bolangir
21.	Sri B. K. Jena, Asst. Professor in History, Rajendra Auto College, Bolangir
22.	Dr. M. K. Patnaik, Asst. Professor in Economics, Rajendra Auto College, Bolangir
23.	Smt. S. R. Bedbak, Asst. Professor in History, Rajendra Auto College, Bolangir
24.	Smt. D. M. Meher, Asst. Professor in Political Science, Rajendra Auto College, Bolangir
25.	Dr. S. K. Singh, Asst. Professor in Hindi, Rajendra Auto College, Bolangir
26.	Dr. D. P. Mohapatra, Asst. Professor in Commerce, Rajendra Auto College, Bolangir
27.	Sri L. D. Patra, Asst. Professor in Commerce, Rajendra Auto College, Bolangir

28. Sri Bijaya Kumar Bagarty, Asst. Professor in Education, Panchayat College, Bargarh
29. Dr. Nakul Seth, Asst. Professor in History, Panchayat College, Bargarh
30. Sri Chitta Ranjan Sahu, Asst. Professor in English, Panchayat College, Bargarh
31. Sri Umesh Chandra Mohapatra, Asst. Professor in English, Panchayat College, Bargarh
32. Smt. Basanti Kujur, Lecturer in History, Govt. Auto College, Rourkela, Sundargarh
33. Bharati Barwa, Lecturer in Logic & Philosophy, Rourkela College, Rourkela, Sundargarh
34. Babita Bhitria, Lecturer in History, S. G. Women's College, Sector-2, Rourkela-4, Sundargarh
35. Smt. Rashmi Rekha Bhoi, Asst. Professor in English, Govt. Jr. Science College, Nuapada
36. Harishankar Sahu, Reader (SS) in History, Govt. Women's College, Sambalpur
37. Sri Gopabandhu Mishra, Lecturer in History, Simulia College, Markona, Balasore
38. Smt. Swarnalata Mishra, Lecturer in Political Science, Simulia College, Markona, Balasore
39. Sri Binaya Kumar Lenka, Lecturer in Economics, Simulia College, Markona, Balasore
40. Sri Umakanta Nayak, Lecturer in History, Simulia College, Markona, Balasore
41. Dr. Gopabandhu Mohapatra, Lecturer in Economics, Khaira College, Khaira, Balasore
42. Siba Prasad Senapati, Lecturer in Economics, D. G. B. K. College, Kasarda, Cuttack
43. Kunja Bihari Mohanty, Lecturer in Commerce, D. G. B. K. College, Kasarda, Cuttack
44. Mrs. Charulata Sahu, Lecturer in History, Rimuli College, Rimuli, Keonjhar
45. Sri Manoranjan Rout, Lecturer in History, Rimuli College, Rimuli, Keonjhar
46. Sri Swarupananda Panda, Lecturer in Logic & Philosophy, Rimuli College, Rimuli, Keonjhar
47. Sri Mohan Chandra Mishra, Lecturer in English, Rimuli College, Rimuli, Keonjhar
48. Mrs. Alakananda Malla, Lecturer in History, Agalpur P. S. College, Roth, Bolangir
49. Lamodar Mohanta, Lecturer in Education, R. N. College, Barbil, Tangabilla, Mayurbhanj
50. Katachandra Behera, Lecturer in History, Saheed Memorial Jr. College, Eram, Bhadrak
51. Ananta Prasad Jena, Lecturer in Logic, Saheed Memorial Jr. College, Eram, Bhadrak
52. Bijaya Nanda Dash, Lecturer in English, Dunguripali College, Dunguripali, Subarnapur
53. Samanta Chandra Sahu, Lecturer in Education, Dunguripali College, Dunguripali, Subarnapur
54. Kishore Ch. Meher, Lecturer in History, Dunguripali College, Dunguripali, Subarnapur
55. Premananda Sahu, Lecturer in History, Ladugaon Higher Secondary School, Ladugaon, Kalahandi

56. Dr. Bharat Bhusan Choudhury, Lecturer in English, Ladugaon Higher Secondary School, Ladugaon, Kalahandi
57. Purnimamayee Dash, Lecturer in English, L. N. College, Jharsuguda
58. Sri Pankaj Kumar Rout, Lecturer in History, Rimuli College, Rimuli, Keonjhar
59. Sabita Kar, Lecturer in English, Rimuli College, Rimuli, Keonjhar
60. Smt. Chandrakanti Nayak, Lecturer in Education, Vedavyasa Mahavidyalaya, Vedavyas, Rourkela, Sundargarh
61. Dijaraj Biswal, Lecturer in Economics, Jiral College, Jiral, Dhenkanal
62. Sanjukta Jena, Lecturer in English, Jiral College, Jiral, Dhenkanal
63. Kalpana Mishra, Lecturer in English, Sonapur College, Sonapur
64. Dr. Jadindranath Singdeb Sheham, Lecturer in History, B. B. College, Baiganbadia, Mayurbhanj
65. Bipin Bihari Barah, Lecturer in History, R. S. S. J. College, Banarpal, Angul
66. Mrs. Gulapimayee Dash, Lecturer in History, Women's College, Jharsuguda
67. Saroj Kumar Mohanta, Lecturer in Economics, R. N. College, Barbil, Tangabilla, Mayurbhanj
68. Sanjaya Kumar Purohit, Lecturer in Geography, Ladugaon Higher Secondary School, Ladugaon, Kalahandi
69. Sangram Keshari Nanda, Lecturer in Philosophy, Deogarh College, Deogarh
70. Rajkishore Barik, Lecturer in Sociology, S. M. Jr. College, Eram, Bhadrak
71. Sri Ashok Kumar Pradhan, Lecturer in History, Barpali College, Barpali, Mayurbhanj
72. Dr. Hadibandhu Behera, Lecturer in Education, S. C. B. Jr. College, Ragdha, Mayurbhanj
73. Khirod Kumar Acharya, Sr. Lecturer in Political Science, Jadupati Degree College, Sihidia, Sundargarh
74. Ashok Kumar Pandia, Lecturer in Education, Gandhardi Jr. College, Janhapank, Boudh



# 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.....

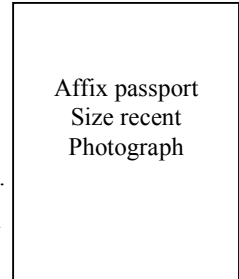
11. Scale of Pay..... Basic Pay..... Grade Pay..... or Fixed Pay.....

12. Official Address.....

PIN.....

13. Residential Address.....

PIN.....



Affix passport  
Size recent  
Photograph

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](http://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-