



UGC HUMAN RESOURCE DEVELOPMENT CENTRE
UNIVERSITY OF MUMBAI

Ranade Bhavan, 1st Floor, Vidyanagari, Santacruz (E),
Mumbai – 400 098, Maharashtra, INDIA.



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Rated as a Performer by NAAC, All India Rank VII

No. : HRDC / 40- Sch. / 2016

March 28, 2016

To: Directors of all Centres / Heads of all Departments / Principals of all Colleges of
University of Mumbai

Sir / Madam,

This is to inform you that UGC Human Resource Development Centre, University of Mumbai will be organizing Orientation Programmes, Refresher Courses and Short term courses for the academic year 2016-2017 for the benefit of inservice teachers in Colleges and Universities. Please find enclosed the schedule of the Orientation Programmes, Refresher Courses and Short term courses along with a copy of the application form. Application forms can also be downloaded from our website hrdc.mu.ac.in/instruction_page.pdf

Newly appointed teachers upto 6 years of continuous service are eligible for the Orientation Programme. However, teachers who have completed 6 years or more of service who require Orientation Programme for getting higher grade under career advancement scheme can apply for the Orientation Programme along with a letter from the Principal stating the same. The other details can be found on our website hrdc.mu.ac.in

Also, temporary / adhoc / part time / 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 can participate in the Orientation Programmes / Refresher Courses / Short term courses to enhance their skills.

Please note that, as per the UGC guidelines, participating teachers will have to pay a non-refundable registration fee of Rs. 1000/- for the programme. The registration fee has to be paid by the participants in the form of DD only after their selection is intimated.

You are requested to give wide publicity to the enclosed information so that all teachers may avail this facility.

Yours sincerely,

(Dr. K. Shanthi)
Professor-Director

**UGC HUMAN RESOURCE DEVELOPMENT CENTRE
UNIVERSITY OF MUMBAI**

PROGRAMME SCHEDULE FOR 2016 – 2017

ORIENTATION PROGRAMMES

- 1. May 16, 2016 to June 11, 2016**
Last date for receiving applications : April 16, 2016
- 2. November 2, 2016 to November 29, 2016**
Last date for receiving applications : September 17, 2016
- 3. February 6, 2017 to March 4, 2017**
Last date for receiving applications : December 22, 2016

REFRESHER COURSES

- 1. Information and Communication Technology (ID) : *ICT in the 21st Century***
(for teachers from all science disciplines)
May 30, 2016 to June 18, 2016
Last date for receiving applications : April 18, 2016
- 2. Chemical Sciences : *Advances in Chemical Sciences***
October 10, 2016 to October 29, 2016
Last date for receiving applications : August 25, 2016
- 3. Biological Sciences : *Advances in Biological Sciences***
October 10, 2016 to October 29, 2016
Last date for receiving applications : August 25, 2016
Venue: Birla College
- 4. Research Methodology in Social Sciences (ID)**
November 3, 2016 to November 23, 2016
Last date for receiving applications : September 17, 2016
- 5. E-Commerce & E-Business : *Redefining Business Models – Emergence of e-business in India – Challenges and Opportunities***
(for teachers of Accountancy, Commerce and Management)
December 26, 2016 to January 14, 2017
Last date for receiving applications : November 10, 2016
Venue: R. A. Podar College of Commerce & Economics

SHORT TERM COURSES

1. E-Content Development

December 19, 2016 to December 24, 2016

Last date for receiving applications : November 4, 2016

2. Renewable Energy and its applications

March 6, 2017 to March 11, 2017

Last date for receiving applications : January 20, 2017

- Note :** 1) All programmes, except for the ones where alternative venue is specified, will be held on the Vidyanagari Campus of University of Mumbai.
- 2) The duly filled application forms may be sent to the **Director, UGC Human Resource Development Centre, University of Mumbai, Ranade Bhavan, 1st Floor, Vidyanagari, Mumbai – 400 098** before the last date as specified above.

UGC HUMAN RESOURCE DEVELOPMENT CENTRE**University of Mumbai****Ranade Bhavan, 1st floor, Vidyanagari, Mumbai - 400 098.****(Incomplete Form will not be entertained)****APPLICATION FORM****For participation in the UGC sponsored**

Affix your latest
photograph
(form will not be
entertained without
photograph)

ORIENTATION PROGRAMME / **REFRESHER COURSE** / **SHORT TERM COURSE**
IN

 Commencing from To

(Strike out whichever is not applicable and mark ✓ to your choice)

 1. Name of Applicant (in Capital Letters) *First Name* *Middle Name* *Surname*

 2. Date of Birth 3. Gender Male Female

 4. Category SC ST DT/NT OBC RELIGIOUS MINORITY OPEN
(a) If you belong to religious minority category, please state your religion.
 5. Educational Qualifications PG M.Phil. Ph.D.

6. Name and address of the College/Institution where the Applicant is employed :

<input type="text"/>	STD Code	<input type="text"/>
<input type="text"/>	Telephone No.	<input type="text"/>
<input type="text"/>	Fax	<input type="text"/>
<input type="text"/>	E-mail	<input type="text"/>

 7. (i) University to which the College/Institution is affiliated :

 (ii) Whether this College / Institute is covered under Section 2(f) of UGC Act. : Yes No

 Whether this College / Institute is covered under Section 12(B) of UGC Act.: Yes No

 8. Residential Address :

 PINCODE

STD Code	<input type="text"/>
Telephone No.	<input type="text"/>
Mobile No.	<input type="text"/>
E-mail	<input type="text"/>

 9. Designation

 10. Date of Appointment as Asst. Prof.

 11. Nature of Appointment Permanant Temporary/Adhoc Part Time Contract

 12. Pay Band and AGP OR Consolidated Pay

 13. Date or due date of Placement in Asst. Prof. (Senior Scale) and/or

 Asst. Prof. (Selection Grade)/Assoc. Prof.

 14. Teaching Experience in Senior College/University : Total y m

 Teaching subject Specialization

15. Have you attended any Orientation Programme, Refresher Courses or Short Term Courses so far ? If yes, give the details.

Orientation Programme

(1) Dates [grid] To [grid]
Name of University [text box]

Refresher Courses

(1) Dates [grid] To [grid]
Name of University [text box]

(2) Dates [grid] To [grid]
Name of University [text box]

SHORT TERM COURSE (Last attended)

(1) Dates [grid] To [grid]
Name of University [text box]

16. Hostel Accommodation Required Not Required

I declare that the information given above is correct to the best of my knowledge.

I hereby undertake to participate in all the academic sessions and assignment work during the course and will abide by the rules and regulations of the UGC HRDC, University of Mumbai.

Place : _____

Date : _____

Signature of the Applicant

RECOMMENDATIONS OF THE FORWARDING AUTHORITY

- (1) I have verified the above information given by the applicant and found correct as per our records.
- (2) (i) Certified that this College/Institute is covered / not covered under Section 2(f) of UGC Act.
- (ii) Certified that this College/Institute is covered / not covered under Section 12(B) of UGC Act.
(Please strike out whichever is not applicable)
- (iii) Certified that this College is affiliated to _____ University for the last _____ years.
- (3) I recommend Mr / Ms. _____ for the programme who has a total teaching experience of _____ years _____ months in our institution. He / She will be relieved on time to participate in the above programme at UGC HRDC, if selected.

Place : _____

Date : _____



Signature of the Principal/
Director/Head/Registrar