



UGC-Human Resource Development Centre

(Formerly UGC-Academic Staff College)

North-Eastern Hill University

Shillong – 793022, Meghalaya

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No. F. 145/UGC-HRDC NEHU/ 33rd OP/2015-16/8269

Date: 27th April, 2015

To

Ms. Mondira Chutia
Librarian
Duliajan College
Jayanagar- 786602
Assam

Dear Dr. Hemalata Deves,

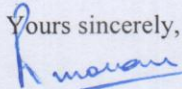
With reference to your application for the 33rd Orientation Programme scheduled from 18/5/2015 to 14/6/2015, I would like to inform you that you have been selected for the same.

Please note the following:

1. Release Order from the head of institution is essential, failing which you will be debarred from attending the programme.
2. The Orientation Programme will be held in the UGC-HRDC, NEHU Permanent Campus, Shillong.
3. As per the new UGC guidelines for HRDCs, only teachers from colleges/institutions that fall under the purview of Section 12(B) of the UGC Act will be paid TA/DA and hospitality. **Since you are working as Librarian, therefore TA/DA and hospitality will not be paid.**
4. Accommodation in HRDC Guest House, which has **limited facilities**, will be provided on advance request. The Guest House is located in NEHU Permanent Campus (opp. NEHU Old Guest House), Mawkynroh, Shillong. Should the participants reach the Guest House at odd hours, they are requested to give prior information to the Guest House attendant. (Contact No. 09436345058).
5. Participants will have to pay an admission fee of Rs. 1,000/- (non-refundable) at the beginning of the course through an account payee bank draft in favour of the **Director, NEHU, ASC, Shillong** payable at State Bank of India, NEHU Branch, Code - 4295.
6. Participants are to reach the HRDC building by 9:00 AM for registration on **10th May, 2015** and it is mandatory for the participant to attend the inaugural session, failing which you will not be allowed to join the Programme.
7. Each participant will be evaluated and graded on the basis of:

a). Multiple-choice objective tests	- 30	Grading:
b). Seminars/participant presentation	- 15	Grade A - 75 % and above
c). Project/survey/others	- 20	Grade B - 60 % to less than 75 %
d). Micro-teaching/participation	- 10	Grade C - 50 % to less than 60 %
e). Holistic response	- 25	Grade D - Below 50 %
8. You are advised to come prepared to submit a Project Proposal on any topic of your choice. A PowerPoint presentation of 8-minute duration on the same also needs to be presented during the Programme in a seminar form.
9. No leave will be admissible during the Orientation Programme.

Please confirm your participation to Dr. Kuheli B. Das, UGC-HRDC, NEHU, by **post** or by **email** to bis_k27@rediffmail.com latest by **11th May, 2015**.

Yours sincerely,


(Prof. Rakesh Mohan)
Director

Copy to: a). Dr. Kuheli B. Das, Coordinator, 33rd Orientation Programme.