

**Policy and Regulations**  
**for**  
**Regular Employees/Staff of NITTTR Bhopal Desirous of**  
**Pursuing Higher Studies from NITTTR Bhopal**

**Preamble**

In recognition of the importance of continuous professional development and in alignment with the mission of advancing academic excellence, the National Institute of Technical Teachers Training and Research (NITTTR) Bhopal is committed to fostering an environment that encourages and supports its regular employees in pursuing higher studies. This policy framework is established to provide guidelines for regular employees who wish to undertake advanced academic programs at NITTTR Bhopal, ensuring that their educational pursuits align with the institute's objectives and contribute to the enhancement of their professional skills.

**Objectives**

Objectives of these guidelines are to permit regular employees of NITTTR Bhopal who wish to pursue higher studies from NITTTR Bhopal while maintaining the quality of their professional responsibilities and contributions to the Institute.

**Eligibility Criteria and Necessary Permissions**

- (a) Only Regular employees of NITTTR Bhopal are eligible to apply for under these regulations.
- (b) The applicant staff/employee must meet the academic qualifications and other criteria for the notified programs as specified by NITTTR Bhopal.
- (c) There will be no relaxations pertaining to the timeline & standards required as notified in the advertisement of the programs for higher studies to the regular staff of NITTTR Bhopal.
- (d) Approval/consent from the head of the department and the director of NITTTR Bhopal is to be mandatorily obtained for such applications.

### **Study Leave and Work Commitments**

- (a) Staff members pursuing higher studies will not be granted any extra leave as per the institute's leave policy for pursuing such programs or appearing in activities related to this purpose.
- (b) Staff members must ensure that their professional duties are not compromised and arrangements for handling their responsibilities during their absence must be in place.

### **Financial Support**

- (a) NITTTR Bhopal will not provide any financial support for tuition fees, research materials, and other expenses related to such higher studies.
- (b) One-time lumpsum incentive on acquiring higher studies qualifications will be based on the Govt. of India norms at the discretion of the director, NITTTR Bhopal.

### **Post-Completion Obligations**

- (a) Upon completion of the higher studies, staff members are required to serve NITTTR Bhopal for a minimum period of three years or equal to program duration whichever is less.

### **Miscellaneous Legalities**

- (a) Any disputes arising out of the interpretation or implementation of these regulations will be referred to the director, whose decision will be final.
- (b) The institute reserves the right to amend these regulations as necessary from time to time.

### **Approval and Implementation**

This regulation is effective from the date of approval by the director of NITTTR Bhopal.

  
(Chandra Charu Tripathi)  
Director  
NITTTR Bhopal