

ज्ञान - विज्ञानं विमुक्तये

**University Grants Commission -South Eastern Regional Office**  
APSFC Building, 4<sup>th</sup> Floor, Abids, Chirag-Ali-Lane, HYDERABAD - 500 001  
Ph.No.040-23204735, Fax: 23204734, mail: [ugcsero@gmail.com](mailto:ugcsero@gmail.com)

~~~~~  
No.1-5/2018 (SIP)/ Autonomous Colleges

Date: 30.04.2019

The Principal

***Sub: Three days Training programme for Training of Teachers (TOT) for Students Induction Programme (SIP) - Reg.***

Sir/Madam,

The UGC has notified Quality Mandate along with the initiatives to be taken by the Higher Educational Institutions (HEIs) for improving quality of Higher Education.

One of the proposed initiatives is to introduce Induction Programme for students taking admission at the under-graduate and post-graduate level in Universities and Colleges. The purpose of Student Induction Programme is to help students adjust and feel comfortable in the new environment, build bonds with fellow students, teachers and institution.

The UGC vide his letter No. 1-5/2018(IP) dated 16<sup>th</sup> August 2018 has requested all HEIs to introduce this programme in their institutions from the academic session 2019-20 onwards with a provision for Student Induction Programme (SIP) to be included as a regular feature in the academic calendar. A Guide to Student Induction Programme is available on UGC website i.e [www.ugc.ac.in](http://www.ugc.ac.in).

In this context, the UGC is organizing a three days workshop on Training of Teachers (TOT) for Students Induction Programme (SIP) at IIIT, Gachibowli, Hyderabad (Location of the venue <https://goo.gl/maps/MKoMgigWDh9ADXDv6>). The training workshop is scheduled from 16<sup>th</sup> to 18<sup>th</sup> of May 2019 (Thursday, Friday & Saturday). Around 200 participants from the States of Andhra Pradesh, Telangana, Tamil Nadu and Puducherry and A & N Islands are likely to participate in the workshop.

Contd...

::2::

In this regard, we request you to nominate a person as SIP Coordinator and send his/her name from your college (who would be the Trainer for your college for SIP) to the above workshop for three days. The admissible expenditure (viz., TA/DA, Lodging & Boarding) incurred by the nominated person who have attended complete three days programme has to be borne by the college or may be claimed from the Autonomous Grant released to the college.

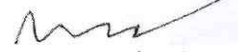
Since there will be no further such workshops going to be conducted by this Office, you are requested to ensure your participation without fail.

SIP Coordinator may confirm his/her participation through email to ugcsero@gmail.com and feel free to contact this Office in case of any difficulty/clarification. In case of any assistance with regard to the accommodation required, may please send a mail to the above email id.

The detailed programme schedule will be intimated shortly.

With regards,

Yours faithfully,

  
4 30/4/19  
(Dr.G.Srinivas)  
Joint Secretary