

## POLICY TO CONDUCT INTERNATIONAL/NATIONAL SEMINARS

### FOREWORD BY Fr Dr. L. JOJI REDDY SJ

It gives immense pride in establishing a policy on conducting national and international seminars including workshops at Loyola Academy. The very idea of research breeds a seed of progression and encompasses a vision to integrate knowledge and its application for discovering potential growth. The college with this policy has achieved a giant leap in inculcating a research atmosphere amidst academic involvement.



The college understands the very significance of research and has always been encouraging in this sphere, and has made it as an inclusive domain for institutional advancement.

### POLICY DOCUMENT

For In-house Research and Development Events, the following guidelines may be used with the approval of Principal/ Dean, Research and Development.

- ❖ 100 % concession may be given in registration fee for faculty of host department.
- ❖ 100 % concession may be given in registration fee for faculty of other departments, to a maximum of two faculty members, on recommendation of the concerned Head of the Department.
- ❖ The concession so granted shall be reimbursed on submitting the certificate of participation. All the participants shall initially pay the full registration fee and claim for reimbursement only after fruitful completion of the program.
- ❖ Seminar, if it is national it should be conducted for 2 days and an international seminar should be conducted for 5 days.
- ❖ Entire seminar report with photos should reach the administrative office/ Dean of Academics with-in two weeks.