CIRCULAR

Sub: Faculty Development Training Programmes – Winter Vacation 2013 -
Applications invited – Reg.

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Applications are invited from the Heads of the University Departments,
Principals of University College of Engineering & Principals of Affiliated Engineering
College for the conduct of Faculty Development Training Programmes during Winter
Vacation 2013 in the subjects to be offered at the Affiliated Engineering colleges during
the next semester (i.e., January – April ‘2014) as per the Anna University Syllabus &
Regulations. Copy of the application form is attached.

The period of the Faculty Development Training Programme is strictly for seven
days. The financial assistance from the University in each programme is restricted to
Rs.80,000/- (Rupees Eighty thousand only). The faculty members of the Affiliated
Engineering colleges may also participate in this programme.

The Heads of the University Departments, Principals of University College of
Engineering & Principals of Affiliated Engineering College are requested to send a
maximum of 3 proposals only.

Completed, applications should be sent to the “Director, Centre for Faculty
Development, Anna University, Chennai - 25” on or before 10.10.2013 along with
syllabus & Regulations.

[Signature]
Director, CFD
Dr. D. Mohan, Ph.D,
Director
Centre for Faculty Development
Anna University
Chennai-600 025.
APPLICATION FORM TO CONDUCT FACULTY DEVELOPMENT TRAINING PROGRAMMES
DURING WINTER VACATION 2013

1. SUBJECT OF THE TRAINING PROGRAMME
   a) Code No. :
   b) Name :
   c) Branch :
   d) Semester :

2. DURATION (TENTATIVE DATES) :
   (Not less than 7 days)

3. PROFILE OF THE CO-ORDINATOR (S)
   (With qualification and experience)
   To be enclosed in Annexure - I.

4. PROFILE OF THE FACULTY IDENTIFIED
   (With qualification, designation, no of years in teaching experience in the relevant subject)
   Internal Faculty : To be enclosed in Annexure - II.
   External Faculty : To be enclosed in Annexure - III.

5. SCHEDULE OF TRAINING PROGRAMME
   Subject Name, Code No, Branch and the semester to be indicated.
   Furnish the tentative time table with details of theory classes, tutorials, assignments, etc.
   Presentation by the participant are to be furnished.
   To be enclosed in Annexure - IV

Signature of the Co-ordinator
Contact No.

Signature of the HOD/Principal with Seal