**Dr. Mahalingam College of Engineering and Technology- Pollachi-03.**

**(An Autonomous Institution)**

**Office of Dean Research and Innovation**

**NITTT Module Incentive –Claim Form and Checklist**

**NITTT Course details:**

|  |  |
| --- | --- |
| 1. Claim for the Academic year
 | JUNE \_\_\_\_\_\_\_\_\_\_\_\_ to MAY \_\_\_\_\_\_\_\_  |
| 1. Name of the Faculty
 |  |
| 1. Designation and Department
 |  |
| 1. Name of the Course Platform
 | NITTT |
| 1. NITTT module Number(s) and Module Name(s)
 |  |

**Check-List &Recommendation**

*(Please provide Hard and Soft Copy of below mentioned details)*

 Completion Certificate Completed in First Attempt

I /We assured you that the above-mentioned details are correct. I declare that the incentive for the above-mentioned online course was not claimed previously and it will not be claimed in MCET in the future.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.No.** | **Name of the Faculty** | **Designation & Department** | **Claim Amount** | **Signature with Date** | **Recommendations of HoD** |
|  |  |  |  |  | **Verified/Not Verified****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****(Signature of HoD)** |

**Date:**

**Place:**

**For office Use Only**

The details are verified and incentive of Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has been recommended.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.No.** | **Name of the Faculty**  | **Designation & Department** | **Name of the course(s)** | **Amount Claimed** | **Amount Sanctioned** |
| 1. |  |  |  |  |  |
| **Total Grant** |  |  |

**MCET-SWAYAM/NPTEL Coordinator Signature of the Dean R & I**

**Signature of the Principal**

**NORMS FOR REIMBURSEMENT OF REGISTRATION FEES FOR ONLINE COURSES**

|  |
| --- |
| * Faculty members (Experience less than 5 years) are encouraged to complete modules under National Initiative for Technical Teachers Training through online mode. NITTT modules (8 nos) incurs totally Rs. 10,000 (Rs.2000 for one-time registration and Rs. 1000 for each module) for completion. Faculty members can claim 30% of total amount after first year of registration another 30% at the end of second year and remaining 40% at the end of third year. Faculty members passing the module in first attempt are eligible for claim.
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