

INDIA (8)

**GUIDELINES FOR
APPOINTMENT OF
VISITING PROFESSORS/
VISITING FELLOWS
REVISED FOR
THE NINTH PLAN**



**UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002.**

378 954

54
378
411-6

**GUIDELINES FOR APPOINTMENT OF
VISITING PROFESSORS/VISITING FELLOWS
REVISED FOR THE IXTH PLAN**

NIEPA DC



D10309



**UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002**

© UNIVERSITY GRANTS COMMISSION

LIBRARY & DOCUMENTATION CENTRE
National Institute of Educational
Technology and Administration,
Sector 10, Okhla, New Delhi-110016
DOC, No. D-10809
Date 04-10-89

Reprinted April, 1999

1000 Copies

Printed and Published by : Dr. G.D. Sharma, Secretary, University Grants
Commission, New Delhi – 110 002.

Editor : Prem Verma

Production Assistance : Naresh K. Verma

Printed at : Vijayalakshmi Printing Works, K-5 & 6, Laxmi Nagar, Delhi-92.

GUIDELINES FOR APPOINTMENT OF VISITING PROFESSORS/VISITING FELLOWS REVISED FOR THE IXTH PLAN

A. VISITING PROFESSORS

1. A Visiting Professor should be an eminent scholar in his/her field. Generally a person who has held or is holding the post of the Professor or any person who has achieved distinction outside the university sector, should be considered for appointment as Visiting Professor.
2. The maximum tenure of appointment of Visiting Professor is two years and the minimum not less than three months.
3. A Professor should not be appointed as a Visiting Professor in the same university in which he/she holds a post immediately before or after superannuation.
4. If a superannuated person is appointed as a Visiting Professor, the honorarium payable should not exceed Rs. 8000/- p.m. (unrevised) excluding any superannuation benefits.
5. In case a person, already serving in an Indian university, is appointed as a Visiting Professor, the honorarium payable should be determined on the basis of the salary plus 10 percent of the basic pay, plus dearness allowance, and other allowances, if any admissible (except conveyance allowance, if any) according to the rates of the parent university. The receiving university would also contribute towards pensionary benefits or CPF as per usual rules.
6. A person, appointed as Visiting Professor from outside the country may be paid an honorarium of upto Rs. 9000/- p.m. (unrevised).
7. The university may appoint a person upto the age of 70 years as a Visiting Professor.

8. If a person working abroad on a permanent basis is invited as a Visiting Professor, the university may meet the cost of international air travel from its own resources. Visiting Professors appointed may be paid travel expenses within India in accordance with the rules of the university.
9. It is expected that when a serving person is appointed as Visiting Professor, the parent university would give him/her duty leave without pay.
10. Guest House accommodation is expected to be provided free of charge, but food would be paid for by the Visiting Professor.

B. VISITING FELLOWS

1. A Visiting Fellow should be a scholar of eminence in his/her subject. Superannuated persons upto the age of 70 years may also be considered for appointment as Visiting Fellows. The minimum tenure of a Visiting Fellow should not be less than a week and the maximum upto three months.
2. The following expenditure be met out of the grant placed at the disposal of a university for appointment of Visiting Fellows :
 - a) Payment of daily allowance not exceeding Rs. 300/- per day for visits up to one month. For visits beyond one month, the rate may be as in the case of Visiting Professors.
 - b) Travel expense be met in accordance with the rules of the university.
3. It is expected that the parent institution will grant to the Visiting Fellow academic leave with pay and allowance as usual for the duration of the appointment as Visiting Fellow.
4. The host university would provide accommodation to the Visiting Fellow in the University Guest House free of charge, but the food would be paid for by the Visiting Fellow.

5. The same person may not be invited as Visiting Fellow more than once in a year in the same university, but the period of 3 months can be split up as desired by the university within the period of one year

C. LEVEL OF ASSISTANCE FOR BOTH SCHEMES

The quantum of assistance for the operation of the scheme, during the 9th plan period, will correlate with the 9th plan allocation for general development made to the university as under :

	<i>9th plan allocation for general development to the university</i>	<i>Quantum of UGC support that will be available for Visiting Professor/ Visiting Fellow Scheme during 9th plan.</i>
1.	Upto Rs. 100 lakhs	Rs. 6.00 lakhs
2.	Between Rs. 101 lakhs and Rs. 200 lakhs	Rs. 8.00 lakhs
3.	Above Rs. 200 lakhs	Rs. 10.00 lakhs

2. PROCEDURE OF RELEASE

The Grant for 9th Plan would be released on the receipt of statement of expenditure in the prescribed proforma (Annexure) on yearly basis. The university may send the utilisation certificate of the 8th plan for release of 'on account' grant for the first year of the 9th plan. Thereafter, the utilisation certificate may be sent at the end of each year for claiming grant for the subsequent years.

While sending the accounts (Annexure) of the grants paid, the university should also send a brief report of the benefits accrued to the university by the appointment of Visiting Professor(s)/Visiting Fellow(s). The audited accounts may be sent as soon as the audit of the university is completed.

ANNEXURE

Year-wise statement of accounts for the grant sanctioned to the university under the scheme of appointment of Visiting Professor Visiting Fellows for the 9th Plan period.

S. No.	Name & Designation of the Visiting Fellow/ Visiting Professors	Duration of the visit with dates	Amount paid as honorarium	Amount paid for travel & DA	Total
--------	--	----------------------------------	---------------------------	-----------------------------	-------

Total

2. Brief report of the benefits accrued to the university in respect of each Visiting Professor(s)/Fellow(s) is enclosed.
3. Certified that the expenditure of Rs. _____ (Rupees _____) under the scheme of Visiting Professors/Visiting Fellows had been incurred against the allocation for the 9th Plan Period as per details given above which is in accordance with the guidelines limit laid down by the Commission. All the terms and condition(s) of the grant have been fulfilled.
4. If as a result of check or audit objection some irregularity is noticed at a later stage, action will be taken to refund or adjust or regularise the objected amount.

Signature of VC or Registrar
or Finance Officer

FOR ALL DOCUMENTATION CENTRE

NATIONAL INSTITUTE OF EDUCATION

10, Mahatma Gandhi Road, New Delhi - 110016

Phone: 011-26101212

Fax: 011-26101213

Website: www.niepa.ac.in

E-mail: info@niepa.ac.in

Seal of the University

Dated :

D-10309
84-10-98



UNI-1

D110509