**PERFORMANCE BASED INCENTIVE SCHEME FOR RESEARCH-REIMBURSEMENT CLAIM**

**Guidelines:**

* This benefit is extended to all regular faculties with 2 years of experience at BMSCE
* The annual total expenditure under this scheme shall not exceed a total of Rs.15,000/- per faculty/academic year;
* The claim in this regard shall be on reimbursable basis.
* 100%  reimbursement for Annual Membership fee in respect of any Indian Professional Body in their respective domain.
* 75% reimbursement for the Annual Membership Fee in respect of any Foreign Professional body in their respective domain of the faculty member.
* 100% reimbursement of course fees in Indian currency for MOOC,SWAYAM, NPTEL, Coursera, etc. in their respective domain.
* 75% reimbursement of course fee for any foreign course in Foreign currency in their

respective domain.

**Application form for reimbursement:**

|  |  |  |
| --- | --- | --- |
|  | Name of the Faculty |  |
|  | Designation |  |
|  | Department |  |
|  | Date of Entry into Service |  |
|  | Whether Probationary Period has been declared as satisfactory? |  |
|  | Amount of Annual Membership Fee of Indian Professional Body(attach original receipt of membership Fee & copy of membership certificate) |  |
|  | Amount of Annual Membership Fee in respect of Foreign Professional Body (attach original receipt of membership Fee & copy of membership certificate) | **$ \_\_\_\_\_\_\_\_ USD = ₹. \_\_\_\_\_\_\_ /-** **(1USD=\_\_\_\_\_\_\_INR)** |
|  | Amount of Course fees for MOOC/ SWAYAM/ NPTEL/ Coursera/ edX, etc (Attach original receipt & copy of completion certificate)  |  |
|  | I confirm that I have secured feedback more than or equal to the threshold rating during the academic year |  |
|  | **Declaration:** This is to certify that I have not claimed any reimbursement in the year \_\_\_\_\_\_ **\_\_\_\_** towards **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

|  |  |
| --- | --- |
| Signature of the Faculty with date |  |
| Recommendation of the HOD |  |
| Verification by Head – R&D  |  |
| Approval by the Principal |  |