| | | | | | | 192Vi zhayak Date: | 23 | 1115 | | 9 | | |
|------|----------------------|---------|--------|----------|---------|-----------------------|-------|--------|---------|-----------|---------------|--|
| | | | 10,10 | - peck | 70 | Date: _ | 20 | 118 | | | | |
| Dear | Sir, | ise sai | nction | my I | 1 | Leave from Dt | 24/1 | 12To D |)t | | of | |
| Days | for un | der gi | ven re | eason. | | | | | | | | |
| | | | | | | presenta | tio | h | | | ago | |
| | Previous Leave taken | | | | | | | | | Leaves | 1 100 0000000 | |
| | | E.L. | D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W. | |
| C.L. | S.L. | | | | | DL | | | | | | |
| C.L. | | | | | | | | | | | | |
| C.L. | | | been | assigned | to: 1 | Dipika pa | fel 2 | | | | | |
| C.L. | | | been | assigned | to: 1 | Dipika pa | 14 2 | | urs Fai | ithfully, | | |
| C.L. | | | been | assigned | l to: 1 | Dipika pa | 14 2 | Yo | urs Fai | | | |

23/112020



| Ref: | Date : |
|-----------------------------------------------|--------------|
| | Date: 9 8 21 |
| Nehal Shingela Assistant Professor | |
| Institute of Language Teaching | |
| Rajkot | |
| <u>Sub</u> : Approval for Financial Support | |
| Dear, | |
| Your Application for Financial Support Dt. | 5/8/2) for |
| was received. As per our policy Amount of Rs | is approved. |
| Dr. Nidatt Barot 2 | |

| Dear | Plea for un | der gi | ven re | ason. | | Leave from Dt | | | | | |
|------|----------------|--------|-------------------|---------|------|-----------------|---------|--------|---------|-----------------|--------|
| | | | f Leave ave ta | | | Presentation | n (| Vic | | hage. Leaves | ^) |
| C.L. | S.L. | | | L.W.P. | C.L. | 1 | C.L. | S.L. | E.L. | D.L. | L.W.P |
| | | | | Leave/s | | Day/s is/are sa | nction | ied/ n | ot sand | ctioned. | |
| Date | 2 | 219 | 122 | | | Sign | of sand | tionin | g offic | er (with | stamp) |

LEAVE REPORT

| DL DL | Dear | Sir, | | U | | | | 1 | -1 | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|---------------|-------------------|--------|----------|--------|----------------------|-------|--------|--------|-----------|-------|
| Reason of Leave: Pha RAC Grown Govind sinh unit Godho Previous Leave taken Leave for sanction Total Leaves C.L. S.L. E.L. D.L. L.W.P. C.L. S.L./E.L./D.L./L.W.P C.L. S.L. E.L. D.L. L.W D L | | | | | | ١ | Leave from Dtl. | 112 | 2-To D | t | | of |
| Previous Leave taken Leave for sanction Total Leaves C.L. S.L. E.L. D.L. L.W.P. C.L. S.L./E.L./D.L./L.W.P C.L. S.L. E.L. D.L. L.W D L | Days | for un Rea | ider gi son of | ven re | ason. | d R | Ac Couru C | novit | nd sir | nh z | ni G | odhar |
| DL DL | | Previo | ous Lea | ave ta | ken | | | | | | | |
| | C.L. | S.L. | E.L. | D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W.I |
| | | | | | | | DL | | | | | |
| My workload has been assigned to: 1) <u>Ty O+i Tadvi</u> 2) | My w | orklo | ad has | been | assigned | to: 1) | Juoti Tady | 2 | | | | |
| Yours Faithfully, | | | | | | | - | | Yo | urs Fa | ithfully. | |

Sign of sanctioning officer (with stamp)

Date: 9/12/21

LEAVE REPORT

| | Sir, Plea | ase sai | nction | my1 | 1 | Leave from Dt | 1212 | Зто В | t | c | of |
|--------|--------------|---------|---------|----------|-------|----------------------|------|-------|---------|-----------|-------|
| Days | forum | dorgi | von ro | acon | | entation c | | | | | |
| | Previo | us Le | ave tal | ken | Le | ave for sanction | | | Total I | eaves | |
| C.L. | S.L. | E.L. | D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W.I |
| | | | | | | N | | | | | |
| iviy W | OFKIO | au nas | been | assigned | 10.1) | niehal shi | -Da | | Jessey | ithfully, | |



| Ref: | Date : |
|------------------------------------------------------------------------------|---------------|
| | Date: 24/3/22 |
| То | 1 |
| Jyoh Todyi | |
| Assistant Professor | |
| Institute of Language Teaching | |
| Rajkot | |
| | |
| <u>Sub</u> : Approval for Financial Support | |
| Dear, | |
| Your Application for Financial Support Dt. PhD Present Vivo & dada of of Rs. | 3/2/22 for |
| was received. | |
| As per our policy Amount of Rs. 3000 | is approved. |
| Zankhana Ashar will give the cheque of the same. | |
| Best wishes | |
| 1001 | |
| Dr. Nidatt Barot 3 | |
| Principal | |

LEAVE REPORT

| Name of Faculty: _ | Dipika | patel | | | |
|--------------------|--------|-------|-------|---------|--|
| Designation: AA | | | Date: | 417 100 | |

Dear Sir,

Please sanction my ... D: L. Leave from Dt. 5/7/22To Dt. of

Days for under given reason.

| | Rea | son of | Leave | : | hd | presenta | 1101 | 2 " | 1 | _ | |
|------|--------|--------|---------|--------|------|----------------------|------|------|---------|--------|--------|
| - | Previo | us Le | ave tal | ken | Le | ave for sanction | | | Total L | .eaves | |
| C.L. | S.L. | E.L. | D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W.P. |
| | | | | | | N. | | | | | |

My workload has been assigned to: 1) Nehal Shinged(2)

Yours Faithfully,

shri Dipika patel

Your above mentioned Leave/s for Day/s is/are sanctioned/ not sanctioned.

Date: 4)7/22

| | | A | To Dt | | of |
|----------------|-----------------------------------|-----------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| son. Pha | presento | tion | vid | hyerno | gen |
| | | | | | 0 |
| L.W.P. C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. E.L. | D.L. | L.W.F |
| | DL | | | | |
| ssigned to: 1) | Dipika pate | (2)_ | | | adha |
| | | | Yours F | aithfully, | |
| | | | 0- | | |
| davi | | / | | | |
| eave/s for | Day/s is/are sa | netione | d/ not sar | ctioned. | |
| | • | | | | |
| 9 | en Le L.W.P. C.L. assigned to: 1) | En Leave for sanction L.W.P. C.L. S.L./E.L./D.L./L.W.P DL assigned to: 1) Dipika pate | en Leave for sanction L.W.P. C.L. S.L./E.L./D.L./L.W.P C.L. assigned to: 1) Dipika patel 2) | en Leave for sanction Total L.W.P. C.L. S.L./E.L./D.L./L.W.P C.L. S.L. E.L. assigned to: 1) Nipika patel 2) Smi Yours Fi | en Leave for sanction Total Leaves L.W.P. C.L. S.L./E.L./D.L./L.W.P C.L. S.L. E.L. D.L. assigned to: 1) Dipika patel 2) Smita Con Yours Faithfully, Jelsey |



| Ref: | Date : |
|-----------------------------------------------------------------------------------------------------------|----------------------------------------|
| | Date: 181) 12 |
| To ISIN a | |
| Diten Odhas | |
| Assistant Professor | |
| Institute of Language Teaching | |
| Rajkot | |
| <u>Sub</u> : Approval for Financial Support | |
| Dear, | |
| Your Application for Financial Support Dt. ELTEL Membership for of Rs. was received. You t N. S + DP + JT | 15/7/22 for |
| As per our policy Amount of Rs. A Society | is approved. |
| Zankhana Ashar will give the cheque of the same. | * ************************************ |
| Best wishes | |
| Best wisnes | |
| Hour | |
| Dr. Nidatt Barot | |
| Principal | |
| | |



| Ref: | Date : |
|------------------------------------------|-----------------------|
| | Date: 2\8,22 |
| То | |
| Netal Stringala + 1 | |
| Assistant Professor | |
| Institute of Language Teaching | |
| | |
| Rajkot | |
| | |
| <u>Sub</u> : Approval for Finance | ial Support |
| | |
| Dear, | |
| Your Application for Financial Su | pport Dt. 4/8, 22 for |
| UGC 420c Special Prey | |
| was received. | |
| 10 | 1 |
| As per our policy Amount of Rs. 6 | is approved. |
| Zankhana Ashar will give the cheque of t | |
| | Discussed with |
| Best wishes | President of True |
| - La - La | 9 |
| C HO | |
| Dr. Nidatt Barpt | |
| Dringing! | |

Institute of Language Teaching (English Medium) B.Ed. College, RAJKOT LEAVE REPORT Name of Faculty: 5 mita Chadhon Designation: Adhyapak sahayak Date: 25/8/2022 Dear Sir, Please sanction my D2 Leave from Dt. 2918122 To Dt. 19122 of 4 Days for under given reason. Reason of Leave: Course work Presentation & Exam Previous Leave taken Leave for sanction **Total Leaves** C.L. S.L./E.L./D.L./L.W.P D.L. L.W.P. C.L. S.L. E.L. D.L. L.W.P. C.L. S.L. E.L. My workload has been assigned to: 1) Nuchal Shingola 2) Yours Faithfully, E. Gadheri shri Smita Gadhxi Your above mentioned Leave/s for Day/s is/are sanctioned/ not sanctioned. Date: 25/8/22 Sign of sanctioning officer (with stamp)

LEAVE REPORT

| Dear | Sir. | | U | | | Leave from Dt? | | | | , | · 1 |
|------|--------|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--------|----------------------|------------|------|---------|----------|-------|
| Days | for un | der gi | ven re | ason. | | of Ph.D i | | | | | |
| | | | and the latest desired the lates | cen | | ave for sanction | | | Total L | eaves | |
| C.L. | S.L. | E.L. | D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W.F |
| My w | orkloa | ad has | been | assigned | to: 1) | Tyoti Tad | <u>/i2</u> | Yo | urs Fai | thfully, | |
| | | | | | | | | C. | gas | my | |

Sign of sanctioning officer (with stamp)

Date: 8/1/23

LEAVE REPORT

| | | | | yoti epak | | ihayak Date: | 101 | 112 | 3_ | | |
|--------------|----------------|--------|--------|--------------|--------|----------------------|------|-------|---------|-------|--------|
| Dear Days | Plea for un | der gi | ven re | | | Leave from Dtl. | 1111 | ?}₀ □ |)t | | of |
| | Previo | | | | | ave for sanction | | | Total L | eaves | |
| C.L. | S.L. | E.L. | D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W.P. |
| | | | | | | DL | | | | | |
| My w | orkloa | d has | been | assigned | to: 1) | 5 mita croic | 1hv2 | | uch | al SI | ringe |

Yours Faithfully,

Date: 10/1123

| | | | - | | | | | | | | |
|--------|---------------------------------|------------------|----------------------------|-------|------|----------------|-------|--------------------|-----|---|-----|
| Name | of Fa | culty: | D | piko | ١ | patel | | | | | |
| Desig | nation | n: A | dhy | apal | 5 | ahayak Date: _ | 201 | 3/2 | 3 | | |
| | | | | (0) | | U | | | | | |
| Dage | Cir | | | | | | | | | | |
| Dear : | Sir, | so car | action | my f | 1.1. | Leave from Dt | 21/3/ | 33 _{TO D} | + | | of. |
| | Plea | | | | ٦٠٢٠ | Leave from Dt | 21/3/ | .⊰To D | t | | of |
| | Plea for un | der gi | ven re | ason. | | RAC CSU | | | | | of |
| Days | Plea for un Rea | der gi son of | ven re | ason. | nd | | | 7) 6 | | _ | of |
| Days | Plea for un Rea Previo | der gi son of | ven re Leave ave tal | ason. | nd | RAC CSU | nest | 7) 6 | 2 . | _ | of |

Shri Dipika Dates

Your above mentioned Leave/s for Day/s is/are sanctioned/ not sanctioned.

Date: 2013123

Sign of sanctioning officer (with stamp)

Yours Faithfully,



| Ref: | Date : |
|--------------------------------------------------|--------------|
| | Date: 273 |
| Dipika Patel | |
| Assisfant Professor | |
| Institute of Language Teaching | |
| Rajkot | |
| | |
| <u>Sub</u> : Approval for Financial Support | |
| | |
| Dear, | |
| Your Application for Financial Support Dt. | 15/3/23 fo |
| PhD TAC & Presenting of Rs. | 11901 |
| was received. | 7 |
| As per our policy Amount of Rs. 1190+ | is approved. |
| Zankhana Ashar will give the cheque of the same. | |
| , | |
| | |
| Best wishes | |
| and o | |
| Dr. Nidatt Barot | |
| Principal | |
| | |
| | |

LEAVE REPORT

| Desig | nation | - Adhy | apak | Sal | gyak_ Date: _ | 8/6 | 1 53 | | | |
|-----------|---------|----------------------------|----------|--------|----------------------|----------|--------|---------|----------|--------|
| Dear | | 102 | | | | lala | | | | |
| Dave | | | | 1.4 | Leave from Dt | 1.6.1.4. | ≾ To D | t | | of |
| Days | | der given re on of Leav | | nc | Ph.D in & | mali | sh 1 | Rhav | hace | 11n |
| | | us Leave ta | | | ave for sanction | 190 | | Total L | | (4.7. |
| C.L. | S.L. | E.L. D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W.P |
| 0.000.000 | orkload | d has been | assigned | to: 1) | Dipika pat | e(_2) | | | | |
| My w | | | | | | | Yo | urs Fai | thfully, | |
| My w | | | | | | | C | 3-60 | adhe | 9 |

Sign of sanctioning officer (with stamp)

Date: 8/6/23

Institute of Language Teaching (English Medium) B.Ed. College, RAJKOT LEAVE REPORT Name of Faculty: Dipika Patel Designation: Adhyapkuk Sahayak Date: 3017123 Dear Sir. Days for under given reason. Phd RAC (Schoo) 3

DL My workload has been assigned to: 1) Jy of Tadvi 2)

L.W.P.

Leave for sanction

C.L. S.L./E.L./D.L./L.W.P C.L.

Yours Faithfully,

Total Leaves

E.L.

D.L.

L.W.P.

S.L.

Shri Dipika Dayel Your above mentioned Leave/s for Day/s is/are sanctioned/ not sanctioned.

Date: 3017123

Reason of Leave: _

D.L.

Previous Leave taken

C.L.



| Ref: | Date : |
|------|--------|
| | Date. |

Faculty Financial Support and Duty Leave Policy

Purpose and Scope:

The Institute of Language Teaching (ILT) recognizes the importance of fostering a culture of research, academic development, and professional growth among its faculty members. This policy outlines the provisions for providing financial support to faculties engaged in research work, paper publication, book publication, faculty development programs, and the allocation of duty leave for various academic activities.

Financial Support:

Research Work:

- a. ILT encourages faculty engagement in research activities. Financial support may be provided for research projects, including data collection, analysis, and conference attendance.
- b. Faculty members are eligible to apply for research grants by submitting a detailed proposal outlining the objectives, methodology, and expected outcomes of the research.

Paper Publication:

- a. ILT supports the publication of research papers in reputable journals.
 Faculty members may apply for financial assistance to cover publication fees, membership fees, or any other associated costs.
- b. Applications for paper publication support should include details about the journal, the significance of the paper, and the expected contribution to the field.



| Ref: | Date : |
|------|--------|
|------|--------|

Book Publication:

- a. Faculty members engaged in writing and publishing books are eligible for financial assistance. This support may cover publication costs, editing services, or any other related expenses.
- b. Book publication proposals should provide an overview of the book, its relevance, and the expected impact on the academic community.

Faculty Development Programs:

- a. ILT encourages continuous professional development. Financial support is available for faculty members attending workshops, conferences, seminars, and other faculty development programs.
- b. Requests for financial support should include details about the program, its alignment with the faculty member's professional goals, and the expected benefits for ILT.

Academic Duty Leave:

Research Activity:

- a. Faculty members engaged in significant research projects may apply for duty leave. The application should outline the purpose, duration, and expected outcomes of the research.
- b. The duration of duty leave granted will be determined based on the nature and scope of the research project.

RDC Presentation:

- a. Faculty members presenting their research at Research and Development Committee (RDC) meetings are eligible for duty leave. Even during course work and written exam of Ph.D. are supported and their workload is adjusted accordingly.
- b. Duty leave for RDC presentations will be granted for the specific date and time of the presentation.



| Ref: | Date : |
|------|--------|
| | |

Data Collection:

- a. Faculty members involved in off-campus data collection activities may apply for duty leave. The application should provide details about the location, duration, and purpose of the data collection.
- Duty leave for data collection will be granted based on the specific requirements of the research activity.

Other Activities:

- a. Duty leave may be granted for other academic activities deemed essential for faculty members professional development.
- b. Faculty members should submit a detailed request, specifying the nature of the activity and its relevance to their academic and professional growth.

Review and Approval:

- 1. All applications for financial support and duty leave will be reviewed by the Research and Development Committee (RDC) or an appointed committee.
- 2. Decisions on approval will be based on the merit, significance, and alignment with ILT's academic goals.
- 3. Faculty members will be notified of the decision within a reasonable timeframe.

This policy aims to create a supportive environment for faculty members, fostering a commitment to research, publication, and continuous academic development at the Institute of Language Teaching.

Note:

The above policy is approved by the Management of ILT.

Dr. NIDATT P. BAROT
PRINCIPAL,
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE DA

3.1.3 Details of Financial Support / Study leave / other activities supported to the faculties Sr. No. Name of Faculty **Financial Support for** Date **Duty Leave Granted Payment Detail** Amount Jvoti Tadvi Ph.D. RAC Presentation 24/1/2020 Granted for 1 day Nehal Shingala **Book Publication** 12/8/2021 6800 Cheque No.771347 2 3 Jvoti Tadvi Granted for 2 day Ph.D. RAC Presentation 25/9/2021 to 27/9/2021 Dipika Patel Ph.D. RAC Presentation 4 10/12/2021 Granted for 1 day 5 Jvoti Tadvi Ph.D. RAC Presentation 9/2/2022 Granted for 1 day 6 Tadvi Jyoti Ph.D. Presentation Viva and Data Collection 3000 Cash 31/3/2022 Granted for 1 day 7 Dipika Patel Ph.D. RAC Presentation 5/7/2022 Granted for 1 day Jyoti Tadvi Ph.D. RAC Presentation 9/7/2022 Granted for 1 day Jiten Udhas, Nehal Shingala, Membership at English Language Teachers 9 4000 Cheque No.884450 21/7/2022 Dipika Patel, Jyoti Tadvi Association of India UGC HRDC Special Faculty Development Dr. Nidatt Barot & 10 6000 Cheque No.884465 5/8/2022 Granted for 6 days Program Nehal Shingala Smita Gadhvi Course work presentation & Exam 29/8/2022 to 1/9/2022 Granted for 4 day 11 12 Smita Gadhvi Ph.D. RAC Presentation Granted for 1 day 9/1/2023 Jyoti Tadvi Ph.D. RAC Presentation 11/1/2023 Granted for 1 day 13 Dipika Patel Ph.D. RAC Presentation 21/3/2023 Granted for 1 day 14 15 Patel Dipika Ph.D. RAC Presentation 1190 Cheque No.521640 29/3/2023 Granted for 1 day

9/6/2023

1/8/2023

Granted for 1 day

Granted for 1 day

16

17

Smita Gadhvi

Dipika Patel

Ph.D. RAC Presentation

Ph.D. RAC Presentation

| | | | | | | 192Vi zhayak Date: | 23 | 1115 | | 9 | |
|------|--------|---------|--------|----------|---------|-----------------------|-------|--------|---------|-----------|------|
| | | | 10,10 | - peck | 70 | Date: _ | 20 | 118 | | | |
| Dear | Sir, | ise sai | nction | my I | 1 | Leave from Dt | 24/1 | 12To D |)t | | of |
| Days | for un | der gi | ven re | eason. | | | | | | | |
| | | | | | | presenta | tio | h | | | ago |
| | Previo | us Lea | ave ta | ken | 170.5 | ave for sanction | | | Total I | Leaves | |
| | | E.L. | D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W. |
| C.L. | S.L. | | | | | DL | | | | | |
| C.L. | | | | | | | | | | | |
| C.L. | | | been | assigned | to: 1 | Dipika pa | fel 2 | | | | |
| C.L. | | | been | assigned | to: 1 | Dipika pa | 14 2 | | urs Fai | ithfully, | |
| C.L. | | | been | assigned | l to: 1 | Dipika pa | 14 2 | Yo | urs Fai | | |

23/112020

Saurashtra B.Ed. College, Rajkot (Grant-in-aid College) VOUCHER V. No. Shri Nehal Shingala C.B.F. Debit / Credit Date: 12 | 8 | 2021 PARTICULARS Rs. Ps. 51. नेहम शिंगाणा ने धुड १८४८ डिस्टाना सुडयमा. ८४९७४ . ७२१३४२ . 6800 MIMZ. 6800 Six thousand Eight hundred only 1-Principal Receiver's Signature Accountant/ Cleerk

INSTITUTE OF LANGUAGE TEACHING



| Ref: | Date : |
|----------------------------------------------------------------------------------------------------|--------------------------------|
| Financial Support App | olication Form |
| Name of Faculty 1271 Mehad K | Stengal Date: 5/8/12/ |
| To The Principal ILT B.Ed. College Rajkot | Date: 5/8/12) |
| Sub: Application for Fin | ancial Support |
| Respected Sir, I | pport of Rs |
| Yours | |
| Dislingel | |
| It is to inform you that your application was disand Rs (800) was approved by the is attached here | . The Cheque No. <u>771347</u> |
| Zankhana Ashar Zashol | |
| | Dr Nidatt Barot |



| Ref: | Date : |
|--------------------------------------------------------------------|--------------|
| | Date: 9 8 21 |
| Nehal Shingela Assistant Professor Institute of Language Teaching | |
| Institute of Language Teaching Rajkot | |
| Najkot | |
| Sub: Approval for Financial Support | |
| Dear, | |
| Your Application for Financial Support Dt. | \$18(2) for |
| was received. As per our policy Amount of Rs. 6800 | is approved. |
| Zankhana Ashar will give the cheque of the same. | |
| Best wishes Dr. Nidatt Barôt 2 | |
| Principal | |

| Dear | Plea for un | der gi | ven re | ason. | | Leave from Dt | | | | | |
|------|----------------|--------|-------------------|---------|------|-----------------|---------|--------|---------|-----------------|--------|
| | | | f Leave ave ta | | | Presentation | n (| Vic | | hage. Leaves | ^) |
| C.L. | S.L. | | | L.W.P. | C.L. | 1 | C.L. | S.L. | E.L. | D.L. | L.W.P |
| | | | | Leave/s | | Day/s is/are sa | nction | ied/ n | ot sand | ctioned. | |
| Date | 2 | 219 | 122 | | | Sign | of sand | tionin | g offic | er (with | stamp) |

LEAVE REPORT

| | griacioi | i | d | aysare | Sa | hayak Date: | | 114 | | | |
|------|----------|-----------|--------|--------|------|---------------------------|-------|--------|------|--------|-------|
| Dear | Sir, | | | | | | 1 | -1 | | | |
| | Plea | ise sai | nction | my | 1 | Leave from Dt! | 112 | 2-TO D |)t | | of |
| Days | for un | der gi | ven re | eason. | | | | | | | |
| | Rea | son of | Leave | e: Ph | d R | AC Cowing | novit | nd sil | nh z | ni - G | odhar |
| | | | | ken | | ave for sanction | | | | eaves | |
| | Previo | men print | | | | and the state of the same | | | | | |
| C.L. | S.L. | | D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W. |
| | | | D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W.I |
| C.L. | S.L. | E.L. | | | | | | | E.L. | D.L. | L.W. |

Date: 9/12/21

LEAVE REPORT

| Dear | Sir, | | | 1 | \/ | Leave from Dt | 1512 | 2 5 | | | . 1 |
|--------|--------|--------|---------|----------|--------|----------------------|------|------|---------|-----------|-----|
| Days | forum | dor ai | von ro | acon | | entation c | | | | | |
| | Previo | ous Le | ave tal | ken | Le | ave for sanction | 2 4 | | Total I | Leaves | |
| C.L. | S.L. | | D.L. | | | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W |
| | | | | | | N | | | | | |
| IVIY W | Orkloa | ad has | been | assigned | to: 1) | nichal Shi | ng e | | urs Fai | ithfully, | |

Sign of sanctioning officer (with stamp)

Date: 8/2/22

| Shri Jyoti K. Tadri | V. No. | |
|-----------------------------------------------------------------------------------|-------------------|-------|
| Debit / Credit | C.B.F. Date: 31/3 | 12025 |
| PARTICULARS | Rs. | Ps. |
| 51821 मैरतता लालन 351 सपुरमाय या 3 3000)- त्मालभः by.D भूभण्डुङावा लाह्ताका | 3000/- | |
| All son2 yell- | 3000) | |



| ReT: | Date : |
|------------------------------------------------------------------|------------------------|
| Financial Support Application For | m |
| | |
| Name of Faculty Talvi Tyoliben K | |
| D | ate: 3/2/2022 |
| To The Principal ILT B.Ed. College Rajkot | |
| Sub: Application for Financial Suppor | t |
| Respected Sir, | |
| I Talvi Tyotiben K. | 0 |
| would like to request you to give Financial Support of Rs. | 3000/- for |
| Ph.D Presentation viva & duta collection | |
| Thanking you | |
| Yours | |
| Jedd. | |
| It is to inform you that your application was discussed with the | President of the trust |
| and Rs. 3000 was approved. The Cheque N | vo. <u>cash</u> |
| Date 31/3/2022 is attached herewith. | |
| Zankhana Ashar | |
| | Dr. Nidatt Bärot |



| Ref: | Date : |
|-------------------------------------------------------------------------------|-------------------------|
| | Date: 2413/22 |
| То | 1 |
| Jyoh Todyi | |
| Assistant Professor | |
| Institute of Language Teaching | |
| Rajkot | |
| | |
| <u>Sub</u> : Approval for Financial Support | |
| Dear, | |
| Your Application for Financial Support Dt. PhD Present Vivo & dada all of Rs. | $\frac{3 2 2}{309}$ for |
| was received. | |
| As per our policy Amount of Rs. 3000 | is approved. |
| Zankhana Ashar will give the cheque of the same. | |
| Best wishes Dr. Nidatt Barot 3 2 2 | * |
| Principal | |

LEAVE REPORT

| Name of Faculty: _ | Dipika | patel | | | |
|--------------------|--------|-------|-------|---------|--|
| Designation: A4 | | | Date: | 412 100 | |

Dear Sir,

Days for under given reason.

| | Rea | son of | Leave | 2: | hd | Presento | 110 | n | 7 | _ | |
|------|--------|--------|---------|-------|------|----------------------|------|------|---------|-------|--------|
| - | Previo | us Lea | ave tal | ken | Le | ave for sanction | | | Total L | eaves | |
| C.L. | S.L. | E.L. | D.L. | L.W.P | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W.P. |
| | | | | | | DL | | | | | |

My workload has been assigned to: 1) Nehal Shinged(2)

Yours Faithfully,

Shri Dipika patel

Your above mentioned Leave/s for Day/s is/are sanctioned/ not sanctioned.

Date: 4)7/22

| | | n: <u> </u> | dry | apak | Sc | hayak Date: | 81 | 1 (2 | 2 | | |
|--------|--------------|-------------|--------|--------|------|----------------------|---------|--------|--------|-----------|-------|
| Dear : | Sır, Plea | se sar | nction | mv | 1 | Leave from Dt | 1712 | Зто D | t | | of |
| Days | for un | der gi | ven re | ason. | | presento | | | 200 | | |
| - 1 | Previo | us Lea | ave ta | ken | Le | ave for sanction | | | Total | Leaves | 0 |
| C.L. | S.L. | E.L. | D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W.P |
| My w | OIKIU | | | | | | | Yo | urs Fa | ithfully, | |
| My w | OIKIO | | | | | | | J | - les | Sul | |
| | | | ioned | ada: | / i | Day/s is/are sa | nection | ed/ no | ot san | ctioned. | |

INSTITUTE OF LANGUAGE TEACHING

Saurashtra B.Ed. College, Rajkot (Grant-in-aid College)
VOUCHER

| Oebit/Credit | V. No. C.B.F. Date: 21)7 | 22 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-----|
| PARTICULARS | Rs. | Ps. |
| CUIWA: Sì. Sì. Siñ or Dula (Selian di Sì (Paral) Duzulysì UAI ELT (English Language Teachura Association of Thaia) of Sì (Naa). Qusuan willian (1) Titen vah as (2) Dipina patu (3) Tyoti Taavi (4) Nehai Shingda (herueno-884450 | 4000 | |
| Four thousand only !- | 4000 | |



Dr. Nidatt Barot

| Ref: | Date : |
|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Financial Suppor | t Application Form |
| | |
| Name of Family | |
| Name of Faculty Dr. Jiten Udhas | |
| | |
| | Date: 15/7/2022 |
| To District | |
| The Principal ILT B.Ed. College | |
| Rajkot | |
| | |
| Sub : Application | for Financial Support |
| Respected Sir, | |
| respected on, | 7 |
| I Dr. Jiten Udhas would like to request | you to give Financial Support of Rs. 4000/- |
| for ELT@I (English Language Teachers | s Association of India). I am paying fees of |
| Dr. Jiten Udhas, Dr. Nehal Shingala, Di | pika Patel & Jyoti Tadvi each Rs.1000/- for |
| three years. | |
| | |
| Thanking you | |
| | |
| Yours | The state of the s |
| | |
| Fates | |
| | |
| | vas discussed with the President of the trust |
| and Rs. 40001- was ap | |
| Date 21/7/2022 is attache | d herewith. |
| Zeehal - | |
| Zankhana Ashar | > |
| | But |



| Ref: | Date : |
|------------------------------------------------------------------------------------------------------------|---------------|
| | Date: 181) 12 |
| To ISIN | |
| Assistant Business | |
| Assistant Professor | |
| Institute of Language Teaching | |
| Rajkot | |
| <u>Sub</u> : Approval for Financial Support | |
| Dear, | |
| Your Application for Financial Support Dt. ELTEL Membership for of Rs. was received. You t N. S + DP + JT. | 4000 for |
| As per our policy Amount of Rs. A co | is approved. |
| Zankhana Ashar will give the cheque of the same. | 2 |
| Best wishes | |
| Dr. Nidatt Barot Principal | |

| Debit / Credit PARTICULARS | C.B.F. Date: 5181 | 2022 |
|--------------------------------------------------------------------------------------------------------------------------------|----------------------|------|
| | | |
| 5 5 5 61 6 | Rs. | Ps. |
| ભાખત: કી નેહલક 20151101 ને મુજીસી, હહેય આરકીઓ સ્પેશાયલ ફેંકેલ્ટી કેવલોપ્સેંગ ઝોંગામમાં આપવા બાબત. Cheeve no-884465 | 6000 | |
| E0 8012 Y21/- | 6000 | |



| Ref : | Date : |
|---------------------------------------------------------------------------------|------------------------------------|
| Financial Support Applicat | tion Form |
| Name of Faculty DA Nobel K Shing To The Principal ILT B.Ed. College Rajkot | Date: 1/8/122 |
| Sub : Application for Financia | al Support |
| Respected Sir, | * |
| would like to request you to give Financial Support | of Rs for |
| Thanking you | |
| Yours | |
| Didslingel | |
| t is to inform you that your application was discusse | ed with the President of the trust |
| and Rs. 6000 was approved. The | Cheque No. 88 4465 |
| Date 5/8/2022 is attached herewith. | |
| Zankhana Ashar Zpsh-3 | <i></i> |
| | Dr. Nidatt Barot |



| Ref: | Date : |
|------------------------------------------|-----------------------|
| | Date: 2\8,22 |
| То | |
| Netal Stringala + 1 | |
| Assistant Professor | |
| Institute of Language Teaching | |
| | |
| Rajkot | |
| | |
| <u>Sub</u> : Approval for Finance | ial Support |
| | |
| Dear, | |
| Your Application for Financial Su | pport Dt. 4/8, 22 for |
| UGC HROC Special hay | |
| was received. | |
| 10 | 1 |
| As per our policy Amount of Rs. 6 | is approved. |
| Zankhana Ashar will give the cheque of t | |
| | Discussed with |
| Best wishes | President of True |
| - La - La | 9 |
| C HO | |
| Dr. Nidatt Barpt | |
| Dringing! | |

Institute of Language Teaching (English Medium) B.Ed. College, RAJKOT LEAVE REPORT Name of Faculty: 5 mita Chadhon Designation: Adhyapak sahayak Date: 25/8/2022 Dear Sir, Please sanction my D2 Leave from Dt. 2918122 To Dt. 19122 of 4 Days for under given reason. Reason of Leave: Course work Presentation & Exam Previous Leave taken Leave for sanction **Total Leaves** C.L. S.L./E.L./D.L./L.W.P D.L. L.W.P. C.L. S.L. E.L. D.L. L.W.P. C.L. S.L. E.L. My workload has been assigned to: 1) Nuchal Shingola 2) Yours Faithfully, E. Gadheri shri Smita Gadhxi Your above mentioned Leave/s for Day/s is/are sanctioned/ not sanctioned. Date: 25/8/22 Sign of sanctioning officer (with stamp)

LEAVE REPORT

| Dear | Sir. | | U | | | Leave from Dt? | | | | , | · 1 |
|------|--------|---------|-----------------------------|----------|--------|----------------------|--------------|------|------|-------------------|-------|
| Days | for un | der giv | en re | ason. | | of Ph.D i | | | | | |
| | | | and the same of the same of | cen | | ave for sanction | Total Leaves | | | | |
| C.L. | S.L. | E.L. | D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W.F |
| | orklos | d has | been | assigned | to: 1) | Jyoti Tado | <u>(i 2)</u> | | 50 | + h - f - i l . | |
| My w | OIKIOE | | | | | | | 10 | Gas | thfully, | |

Sign of sanctioning officer (with stamp)

Date: 8/1/23

| | | | | | | LEAVE REPORT | | | | | |
|--------------|----------------|--------|--------|--------------|--------|-----------------------|------|-------|---------|--------|--------|
| | | | | yoti epak | | idvi ihayak_Date:_ | 101 | 112 | 3 | | |
| Dear Days | Plea for un | der gi | ven re | | | Leave from Dtl. | | ?}₀ □ |)t | | of |
| | Previo | | | | | ave for sanction | | | Total L | .eaves | |
| C.L. | S.L. | E.L. | D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W.P. |
| | | | | | | DL | | | | | |
| Myw | orkloa | ad has | been | assigned | to: 1) | smita croic | 14AB | | uch | al SI | ringa |

Yours Faithfully,

Date: 10/1123

Sign of sanctioning officer (with stamp)

LEAVE REPORT

| | | | | | | LLAVE REPORT | | | | | |
|--------------|-------|--------|--------|----------|--------|----------------------|---------|------|---------|-------|--------|
| | | | | | | Patel ahayak Date: | 201 | 3/2 | 3 | | |
| Dear Days | Plea | dergi | ven re | ason | | RAC CSU | | | | | of |
| | | | | ken | | ave for sanction | | | Total L | eaves | |
| C.L. | S.L. | E.L. | D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W.P. |
| | | | | | | DL | | | | | |
| My w | orklo | ad has | been | assigned | to: 1) | mehal shir | exul -2 | | | | |

Shri Dipika Date!
Your above mentioned Leave/s for Day/s is/are sanctioned/ not sanctioned.

Date: 2013123

Sign of sanctioning officer (with stamp)

Yours Faithfully,

Saurashtra B.Ed. College, Rajkot (Grant-in-aid College) VOUCHER V. No. Dipika Patel. Shri C.B.F. Debit / Credit Date: 29/3123 PARTICULARS Rs. Ps. MICHA: PEUTSI YEAR & Ph.DRAC & 1190 भीरी वरेशन भारे ने समापता cheque no - 521640/-1290 One thousand one hundred & hinty Accountant/ Cleerk Principal Receiver's Signature

INSTITUTE OF LANGUAGE TEACHING



| Ref: | | | Date : |
|-----------------------------|--------------------|-------------------|--------------------------|
| Fi | nancial Suppor | t Application F | Form |
| Name of Faculty | el Dipiker | ne. | |
| | | | Date: 1513123 |
| То | | | |
| The Principal | | | |
| ILT B.Ed. College Rajkot | | | |
| Su | b : Application f | or Financial Sup | port |
| Respected Sir, | | | |
| 1 Parel Dipi | ilee N. | | |
| would like to request y | | | <u>2</u> 000 - f |
| Thanking you | | | |
| Yours | | | |
| OMP | | | |
| It is to inform you that | your application w | as discussed with | the President of the tru |
| and Rs | was app | proved. The Chequ | ue No. 521640 |
| Date <u>2913 २०२</u> | is attached | d herewith. | |
| Zankhana Ashar | Zpshas | _ | - Bar |
| | | | Dr. Nidott Por |



| Ref: | Date : |
|--------------------------------------------------|--------------|
| | Date: 273 |
| To O | C . |
| Dipika latel | |
| Assistant Professor | |
| Institute of Language Teaching | |
| Rajkot | |
| | |
| <u>Sub</u> : Approval for Financial Support | |
| Dear, | |
| Your Application for Financial Support Dt. | 15/3/23 for |
| PhD TAC & Presenting of Rs. | 11901 |
| was received. | 7 |
| As per our policy Amount of Rs. 1190+ | is approved. |
| Zankhana Ashar will give the cheque of the same. | |
| | |
| Best wishes | |
| Mark | |
| Dr. Nidatt Barot | |
| Principal | |
| | |

LEAVE REPORT

| Desig | nation | : Adhy | apak | Sal | gyak_ Date: _ | 8/6 | 1 53 | | | |
|-------|--------|-----------------------------|----------|--------|----------------------|--------------|--------|---------|----------|-------|
| Dear | | | | 1 | | 1010 | , | | | |
| Dave | | se sanction der given re | | 1.4 | Leave from Dt9. | 1.6.1.2. | ≨ To D | t | | of |
| Days | | | | 00 | Ph.D in & | neli | sh 1 | Rhav | hace | 11m |
| | | us Leave ta | | | ave for sanction | Total Leaves | | | | |
| C.L. | S.L. | E.L. D.L. | L.W.P. | C.L. | S.L./E.L./D.L./L.W.P | C.L. | S.L. | E.L. | D.L. | L.W.P |
| 0.000 | orkloa | d has been | assigned | to: 1) | Dipika pat | e(_2) | | | | |
| My w | | | | | | | Yo | urs Fai | thfully, | , |
| My w | | | | | | | C | 3-60 | adhe | |

Sign of sanctioning officer (with stamp)

Date: 8/6/23

Institute of Language Teaching (English Medium) B.Ed. College, RAJKOT LEAVE REPORT Name of Faculty: Dipika Patel Designation: Adhyapkuk Sahayak Date: 3017123 Dear Sir. Days for under given reason. Phd RAC (SCICIO) 3

Reason of Leave: _

D.L.

L.W.P.

My workload has been assigned to: 1) Jy of Tadvi 2)

Previous Leave taken

C.L.

Shri Dipika Dayel Your above mentioned Leave/s for Day/s is/are sanctioned/ not sanctioned.

Leave for sanction

DL

C.L. S.L./E.L./D.L./L.W.P C.L.

Date: 3017123

Sign of sanctioning officer (with stamp)

Total Leaves

Yours Faithfully,

E.L.

D.L.

L.W.P.

S.L.

- 3.1.3 In-house support is provided by the institution to teachers for research purposes during the last five years in the form of
- 1.Seed money for doctoral studies / research projects
- 2. Granting study leave for research field work
- 3. Undertaking appraisals of institutional functioning and documentation4. Facilitating research by providing organizational supports
- 5. Organizing research circle / internal seminar / interactive session on research

| | | | | | ŀ | Kind of suppo | ort | | | | |
|--------------|--------------------------------------------------------------|----------------------------------------------------------------------------------|--------|---------------------------------------------|-----------------------|---------------|-----------------|-------------|--------------|-----------------------------------------------------------------------------|-------------|
| Year | Name of the | Seed money | | Study leave | 2 | Undertal | king appraisals | Organizatio | nal supports | Research cir | cle/seminar |
| Year | teacher | Purpose | Amount | Purpose | Duration From - To | Purpose | Amount/Kinds | Purpose | Kinds | Activity | Date/s |
| 24/1/2020 | Jyoti Tadvi | | | Ph.D. RAC Presentation | 24/1/2020 | | | | | | |
| 12/8/2021 | Nehal Shingala | Book Publicatio n | 6800 | | | | | | | Book Publication | |
| 25/9/2021 to | | | | | 25/9/2021 to | | | | | | |
| 27/9/2021 | Jyoti Tadvi | | | Ph.D. RAC Presentation | 27/9/2021 | | | | | | |
| 10/12/2021 | Dipika Patel | | | Ph.D. RAC Presentation | 10/12/2021 | | | | | | |
| 9/2/2022 | Jyoti Tadvi | | | Ph.D. RAC Presentation | 9/2/2022 | | | | | | |
| 31/3/2022 | Tadvi Jyoti | Ph.D. Presentati on Viva and Data Collection | 3000 | Ph.D. Presentation Viva and Data Collection | 31/3/2022 | | | | | | |
| 5/7/2022 | Dipika Patel | | | Ph.D. RAC Presentation | 5/7/2022 | | | | | | |
| 9/7/2022 | Jyoti Tadvi | | | Ph.D. RAC Presentation | 9/7/2022 | | | | | | |
| 21/7/2022 | Jiten Udhas, Nehal Shingala, Dipika Patel, Jyoti Tadvi | Membersh ip at English Language Teachers Associatio n of India | 4000 | | | | | | | Membership at English Language Teachers Association of India | |

| | | UGC HRDC Special Faculty | | | | | | |
|--------------|--------------------|-----------------------------------|------|----------------------------|--------------|--|--|--|
| | | Developm | | | | | | |
| | Dr. Nidatt Barot & | ent | | UGC HRDC Special Faculty | | | | |
| 5/8/2022 | Nehal Shingala | Program | 6000 | Development Program | 5/8/2022 | | | |
| 29/8/2022 to | | | | Course work presentation & | 29/8/2022 to | | | |
| 1/9/2022 | Smita Gadhvi | | | Exam | 1/9/2022 | | | |
| 9/1/2023 | Smita Gadhvi | | | Ph.D. RAC Presentation | 9/1/2023 | | | |
| 11/1/2023 | Jyoti Tadvi | | | Ph.D. RAC Presentation | 11/1/2023 | | | |
| 21/3/2023 | Dipika Patel | | | Ph.D. RAC Presentation | 21/3/2023 | | | |
| 29/3/2023 | Patel Dipika | | 1190 | Ph.D. RAC Presentation | 29/3/2023 | | | |
| 9/6/2023 | Smita Gadhvi | | | Ph.D. RAC Presentation | 9/6/2023 | | | |
| 1/8/2023 | Dipika Patel | | | Ph.D. RAC Presentation | 1/8/2023 | | | |