



श्री माता वैष्णो देवी विश्वविद्यालय  
Shri Mata Vaishno Devi University, Katra  
Kakryal, Katra – 182320(J&K)

No. SMVDU/Adm/ Estt.-FA/22/ 847-49

Date: 4<sup>th</sup> July, 2022

**Notification**

**Sub:- Policy for Faculty Members at SMVD University to pursue Industrial Training(s) in their respective fields of specialization-reg.**

Consequent upon the mandatory requirements of AICTE as notified in Annexure-III of the AICTE Regulations, 2019 regarding mandatory Industrial Training for promotion; submission of requests by various faculty members seeking permission to pursue Industrial Training; and as recommended by the Committee constituted vide no. SMVDU/Adm/Estt./21/2745-49 dated:- 23<sup>rd</sup> September 2021; Sanction of the Competent Authority is hereby conveyed to the following policy to be followed by faculty members who are desirous of undertaking 02 weeks mandatory Industrial Training, as per AICTE norms;

- a) Faculty members shall pursue Industrial Training from PSUs/Semi Govt. Undertakings/Public Limited Companies or Pvt. Ltd. Companies / MSMEs / Pvt. Company of repute / Start-ups, in their respective fields or areas of specialization.
- b) He/She shall also apply for kind of leave due for pursuing the said training and shall provide alternate arrangement for his/her academic & administrative duties at the University.
- c) Such applications need to be duly recommended & forwarded by Head of the School and Dean of the concerned faculty at least 10 days before the conduct of the training, for smooth and timely processing of the request by the Establishment Wing.
- d) The Faculty member shall pursue 'Industrial Training' at his own expense and without any financial liability upon the University.
- e) Once permission of the Competent Authority to attend the above Industrial Training is received and notified, he/she shall submit confirmation letter or correspondence from the respective institute or organization, which clearly states the time period of their training in that organization to the concerned section [Establishment Wing].
- f) The duration of the training shall be a maximum of 02 weeks, as per AICTE.
- g) All requests for Industrial Training shall be entertained during Vacation period only.
- h) After completion of the training, at the time of rejoining services in the University, the concerned faculty member must submit a Certificate issued by the Company where he/she had undergone Industrial Training, certifying that he/she had



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completed the said Industrial Training to the satisfaction of the company clearly mentioning the duration of the training undertaken.

The above is issued for information and compliance of all faculty members.

This issues with the approval of the Competent Authority.

*[Handwritten Signature]*  
22/04/22  
Registrar

Copy to:

1. All Deans/HoDs for information and circulation among all faculty members for information and compliance.
2. PS to VC for kind information of the Hon'ble Vice Chancellor.
3. I/c. Website, for uploading on the University Website.
4. Concerned file.