



**JOGESHWARI EDUCATION SOCIETY'S
COLLEGE OF COMMERCE SCIENCE & INFORMATION TECHNOLOGY**

(AFFILIATED TO UNIVERSITY OF MUMBAI)

JES Education Complex, Caves Road, Arvind Gandbhir Campus, Jogeshwari (East), Mumbai - 400 060.
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**Policy for documents to be submitted for Conferences, Seminars, Meetings
and Workshops attended by staff and students.**

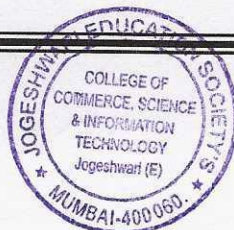
Objectives of the Policy:

Jogeshwari Education Society's College is keen to enhance the research and academic activities of staff, inculcate research aptitude among staff and students and to keep themselves abreast with the current changes in the syllabus as prescribed and updated by the University from time to time.

Guidelines to be followed:

- The College encourages staff to participate in workshops, seminars and conferences by sponsoring the participation fees.
- For attending workshops/seminars/conferences, staff should take prior permission from the Principal.
- Concerned staff should produce official fees receipt/challan of participation fees within three days and attendance certificate to accounts for further process. The amount will be reimbursed to the concerned staff.
- A copy of certificate of participation along with a report should be submitted to IQAC and to the office within 3 days.

Students of all programs are also allowed to attend conferences, seminars, meetings or workshops provided that it is directly related to his/her work. (Project) priority is given to those who will present a paper upon the recommendation of his/her teacher and approval of the designated coordinator.



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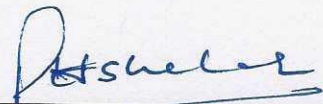
Benefits of implementing the policy:

1. Staff

- Encourages innovative study and academic curricula.
- Enables staff to exchange knowledge and ideas in international conferences.
- Prepares staff to represent in international conferences.
- Enriches staff's logical knowledge
- Provides opportunities to the staff to gain knowledge and experience in his/her discipline.
- Will improve their teaching practices, receive professional enrichment, and build a stronger community of professional practices amongst their fellow staff.
- Updates their knowledge with latest developments in their fields and helps them in giving recommendations.
- Inculcates research culture in the institution.

2. Students

- Provides a great way of experiential learning for students. Conferences bring together people from academia and industry together diverse from all different geographical areas who share a common discipline or field.
- Students have the opportunity to put speaker's questions about their work and the rationale behind it.
- Students enrich themselves and learn latest developments.
- Seminars and conferences allow students to have a deeper understanding of the topic of their interest.
- Students can analyze different opinions of speakers and peer groups to get deeper understanding of the topic.



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