



**RCMAS**  
RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES

## **Criterion VI Governance, Leadership and Management**

**RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES**

RAJAGIRI VALLEY P.O, KAKKANAD, KERALA 682039

An ISO 9001 : 2015 Certified Institution

Affiliated to Mahatma Gandhi University, Kottayam and Approved by AICTE

**6.3**

### **Faculty Empowerment Strategies**

**6.3.2**

**Request Letter and List and Certificates of Financial Assistance**

**2019 - 2020**

Submitted to



## INDEX

List of teachers who availed financial support to participate/present paper in Workshops, Conferences or any Professional Development Programmes or to take membership in any Professional Body during the academic year 2019-2020

Sl. No	Year	Name	Workshop/Conference/Professional Development Programme Attended/Professional Body Membership Taken	Ref Page No
1	2019-2020	Ms. Martina A.A.	Seminar on An Introduction To Research Design And Methodology	6-7
2	2019-2020	Ms. Mary Antony	Seminar on An Introduction To Research Design And Methodology	8-9
3	2019-2020	Ms. Annu James	Seminar on An Introduction To Research Design And Methodology	10-11
4	2019-2020	Ms. Jesmi Jacob	Workshop on Quality Initiatives in Higher Education Institutions	12-15
			Seminar on Crime Against Women:Technology and Crime Against Women	
5	2019-2020	Ms. Raji T	Seminar on Crime Against Women:Technology and Crime Against Women	16-17
6	2019-2020	Ms. Tessymol Mathew	Seminar on Emerging Trends and Challenges in Bussiness	18-21
			Seminar on Interpersonal Skills	
7	2019-2020	Ms. Bridin Rocha	Seminar on Emerging Trends and Challenges in Bussiness	22-25
			Seminar on Interpersonal Skills	
8	2019-2020	Mr. Joby Jacob	Seminar on Interpersonal Skills	26-27
9	2019-2020	Ms. Anupa Stanly	Seminar on Protecting Your Digital Footprint	28-31
			Seminar on Interpersonal Skills	



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10	2019-2020	Ms. Amala Linus	Seminar on Emerging Trends and Challenges in Bussiness	32-35
			Workshop on R Training	
11	2019-2020	Ms. Elsa Jacob	Workshop on Quality Initiatives in Higher Education Institutions	36-37
12	2019-2020	Ms. Kavitha Krishnadas	Seminar on Man, Literature and Environment	38-39
13	2019-2020	Dr. Chandralal V. S	Seminar on Samakaleen Hindi Sahatya Mein Asmitha Moolak Vimarsh	40-43
			Seminar on Multi - Dimensional Aspects of Premchand's Literature	
14	2019-2020	Ms. Nidhi Varghese KV	Seminar on Protecting Your Digital Footprint	44-45
15	2019-2020	Ms. Vineetha Varghese	Seminar on Protecting Your Digital Footprint	46-47
16	2019-2020	Mr. Jose Francis	Workshop on The Role of Technology in Higher Education	48-49
17	2019-2020	Ms. Ammu K V	Workshop on The Role of Technology in Higher Education	50-51
18	2019-2020	Ms. Geethu Giby	Workshop on The Role of Technology in Higher Education	52-53
19	2019-2020	Ms. Neethu Maria Jose	Workshop on The Role of Technology in Higher Education	54-55
20	2019-2020	Ms. Chithra V Menon	Workshop on The Role of Technology in Higher Education	56-57
21	2019-2020	Mr. Philip Sam Tharakan	Workshop on The Role of Technology in Higher Education	58-59
22	2019-2020	Ms. Geethu Johny	Seminar on Emerging Trends and Challenges in Bussiness	60-61
23	2019-2020	Mr. Joby Jacob	Seminar on Emerging Trends and Challenges in Bussiness	62-63
24	2019-2020	Ms. Amrutha Antony	International Workshop on "Value Investment"	64-65
25	2019-2020	Ms. Anna George	International Workshop on "Value Investment"	66-67
26	2019-2020	Ms. Sunitha Varghese	International Workshop on "Value Investment"	68-69



27	2019-2020	Mr. Jithu Tom Eapen	International Workshop on "Value Investment"	70-71
28	2019-2020	Ms. Juby George	International Workshop on "Value Investment"	72-73
29	2019-2020	Ms. Ashlin Maria Joseph	Seminar on Use of Elsevier Tools in Research Workflow Seminar on Fine Tuning Your Research Papers: Publication in SCOPUS, Web of Science Indexed and ABDC Rated Journals Seminar on Qualitative Research Methodology in Social Sciences Workshop on The Art of Writing and Publishing Research Articles in Top Tiered Journals Seminar on Introduction to Research Designs - From Theory to Practice Workshop on Research Methodology	74-85
30	2019-2020	Ms. Maria Athira Shalet	Seminar on Business after Covid Seminar on Protecting Your Digital Footprint Workshop on Data Preparation and Validation Seminar on Business and Society : Post-Covid Thoughts Seminar on Contactless Teaching and Learning Pedagogy Seminar on Financial Planning to Navigate in Uncertain Times	86-97
31	2019-2020	Ms. Merleena Antony	Seminar on Preparing for Online Teaching	98-99
32	2019-2020	Ms. Anila Varghese	Seminar on Blended Learning	100-101
33	2019-2020	Ms. Diana Joseph	Seminar on the Role of Technology in the Post Covid Scenario	102-103



34	2019-2020	Mr. Jotty Jacob	Workshop on Investor Awareness-Significant Aspects of Active Investment	104-105
35	2019-2020	Ms. Veena Renjini S	Workshop on Investor Awareness-Significant Aspects of Active Investment	106-107
36	2019-2020	Ms.Ardra C Michael	Workshop on Investor Awareness-Significant Aspects of Active Investment	108-109
37	2019-2020	Ms. Megha Mohan	Workshop on Investor Awareness-Significant Aspects of Active Investment	110-111
38	2019-2020	Ms.Dhanalakshmi P.D.	Workshop on Quality Initiatives in Higher Education Institutions	112-113
39	2019-2020	Ms. M.S. Kavya Krishnadas	Workshop on Quality Initiatives in Higher Education Institutions	114-115
40	2019-2020	Ms. Sai Parvathy IR	Seminar on Man, Literature and Environment	116-117
41	2019-2020	Ms. Manju R Menon	Seminar on Man, Literature and Environment	118-119
42	2019-2020	Ms. Rose Mary Alexander	Seminar on Man, Literature and Environment	120-121



*Legal*

**PRINCIPAL**  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley, P. O., Kakkannad - 682 039

**Evidence :1**

Name of the Faculty	Martina AA
Department	English




**MAR ATHANASIOUS COLLEGE**  
 (AUTONOMOUS), KOTHAMANGALAM,  
 KERALA, INDIA - 686666  
 NAAC Accredited 'A+' Grade Institution.

**PARTICIPATION CERTIFICATE**

This is to certify that Mr. /Ms. MARTINA, A.A......, Rajagiri College of  
 Management and Applied Sciences has participated in a seminar on " An Introduction to Research  
 Design and Methodology" on 19<sup>th</sup> August 2019.

  
 Daniel George  
 Programme Co-Ordinator



  
 Diana Ann Isac  
 Head of the Department



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Martina A A*

Department : *English*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : *Seminar on An Introduction to Research Design and Methodology*

Hosted by : *Mar Athanasius College, Kothamangalam*

Venue :

Date & Time : *19/8/2019*

Requesting for :  Leave

Financial Aid of ₹ *2250/-*

Date of Application: *15/8/2019*

  
Signature of the Faculty

*Martina A A* Office Use Only  
..... is entitled to receive the payment of ₹ *2250/-* and  
Duty Leave for *1* days.

  
Recommended by IQAC



Office Seal

  
Approved by Principal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :2**

Name of the Faculty	Mary Antony
Department	Commerce





**MAR ATHANASIOUS COLLEGE**  
(AUTONOMOUS), KOTHAMANGALAM,  
KERALA, INDIA - 686666  
NAAC Accredited 'A+' Grade Institution.

**PARTICIPATION CERTIFICATE**

This is to certify that Mr./Ms. MARY ANTONY, Rajagiri College of Management and Applied Sciences has participated in a seminar on "An Introduction to Research Design and Methodology" on 19<sup>th</sup> August 2019.



Daniel George  
Programme Co-Ordinator





Diana Ann Isac  
Head of the Department



*Legal*



### Financial Aid Application for Teaching staff

Name of the Faculty : *Mary Antony*

Department : *Commerce*

- Event
- Workshop
  - Seminar/Conference
  - Professional Body Membership
  - Accommodation / Conveyance for the above
  - Others

Please specify : *Seminar on "An Introduction to Research Design and Methodology"*

Hosted by : *Mar Athanasius College, Kothamangalam*


Venue :

Date & Time : *19-08-2019*

Requesting for :  Leave

Financial Aid of ₹ *2200/-*

Date of Application: *16-08-2019*

  
Signature of the Faculty

*Mary Antony* Office Use Only  
..... is entitled to receive the payment of ₹ *2200/-* and  
Duty Leave for ..... days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :3**

Name of the Faculty	Annu James
Department	Computer Science



**MAR ATHANASIOUS COLLEGE**  
(AUTONOMOUS), KOTHAMANGALAM,  
KERALA, INDIA - 686666  
NAAC Accredited 'A+' Grade Institution,

**PARTICIPATION CERTIFICATE**

This is to certify that **Mr. /Ms. ANNU JAMES**....., Rajagiri College of Management and Applied Sciences has participated in a seminar on "An Introduction to Research Design and Methodology" on 19<sup>th</sup> August 2019.

  
Daniel George  
Programme Co-Ordinator



  
Diana Ann Isaac  
Hend of the Department



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : Ms. Anne James

Department : Computer Science

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify

Hosted by

: Mas Altamasius

Venue

:

Date & Time

: 19<sup>th</sup> August 2019

Requesting for

:  Leave

Financial Aid of ₹. 2200

Date of Application:

17/08/2019

Signature of the Faculty

*Am*

Office Use Only

Ms. Anne James

..... is entitled to receive the payment of ₹. 2200 and

Duty Leave for ..... days.

Recommended by IQAC

*Am*



Approved by Principal

*J.*

Office Seal

Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :4**

Name of the Faculty	Jesmi Jacob
Department	Commerce



**COLLEGE OF ARTS & SCIENCE**

(Affiliated to M.G. University, Kottayam, Included U/S 2 (f) of UGC Act)

**Pezhakkappilly P.O., Muvattupuzha**

**Accredited by NAAC with 'B' Grade**

ESTD : 1995, Ernakulam Dist., Kerala, Pin: 686 674, Ph: 2813910, 2814231

E-mail: ilahiaartcollege@gmail.com, Web: www.ilahiaartcollege.org, ilahiacollege.info



Certified that Mr./Ms. JESMI JACOB of Rajagiri college of Management & applied science kakkanad Participated in the State Level Workshop on "Quality Initiatives in Higher Education Institutions" organized by Internal Quality Assurance Cell (IQAC) on 19<sup>th</sup> October 2019.



Place : Muvattupuzha  
Date : 19.10.2019

*Francis*  
Dr. Francis Cyriac E  
Principal

*Sajid*  
Mr. Sajid A.M  
IQAC Co-ordinator



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Jesmi Jacob*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : *Quality initiatives in higher education Institutions*

Hosted by : *Ilakia college of Arts and Science*

Venue :

Date & Time : *19/10/2019*

Requesting for :  Leave

Financial Aid of ₹ *1,560/-*

Date of Application: *16/10/2019*

  
Signature of the Faculty

#### Office Use Only

..... *Jesmi Jacob* ..... is entitled to receive the payment of ₹ ..... *1,560* ..... and  
Duty Leave for *1* days.

  
Recommended by IQAC



  
Approved by Principal

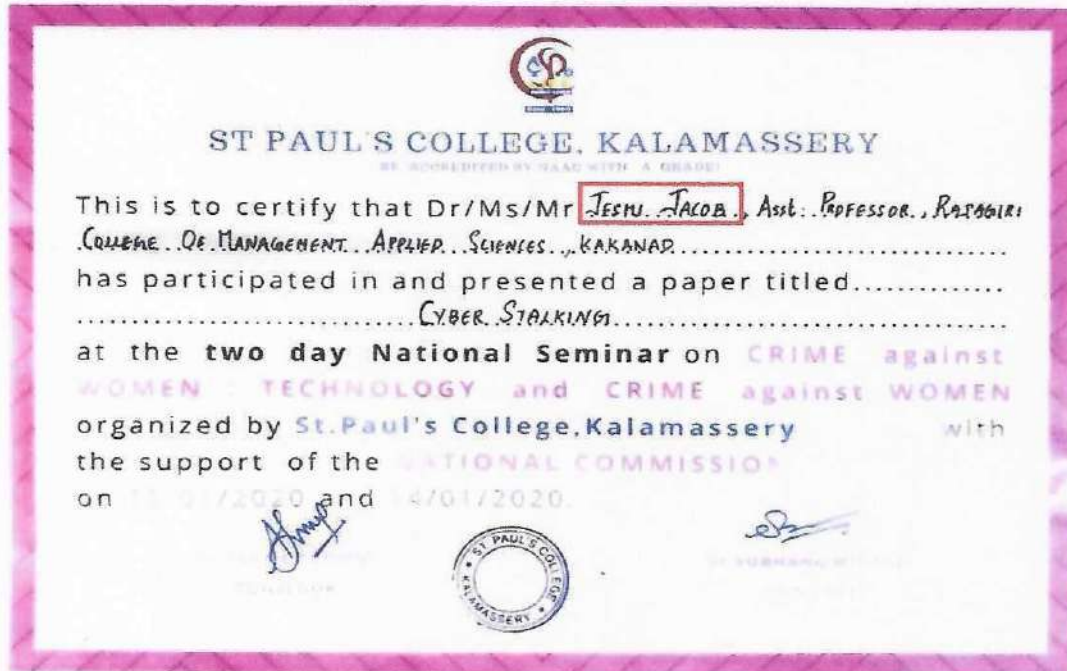
Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :5**

Name of the Faculty	Jesmi Jacob
Department	Commerce



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Jesmi Jacob*

Department : *Commerce*

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : *Crime against women: Technology and  
crime against women*

Hosted by : *St. Pauls college, Kalamassery*

Venue :

Date & Time : *13/1/2020 - 14/1/2020*

Requesting for :  Leave

Financial Aid of ₹.....*2,000/-*.....

Date of Application: *16/01/2020*


  
Signature of the Faculty

#### Office Use Only


.....*Jesmi Jacob*..... is entitled to receive the payment of ₹.....*2,000/-*..... and  
Duty Leave for *2* days.

  
Recommended by IQAC



  
Approved by Principal

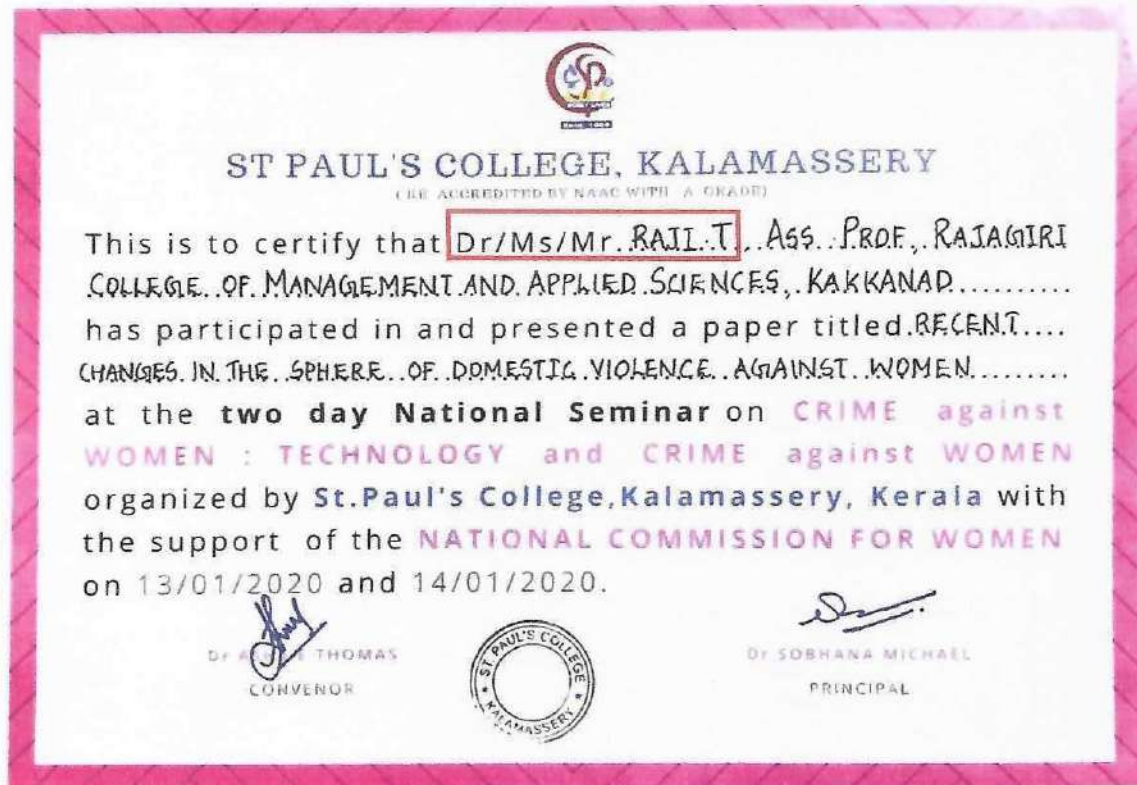
Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :6**

Name of the Faculty	Raji T
Department	Management



*Legal*



### Financial Aid Application for Teaching staff

Name of the Faculty : *Raji T*  
Department : *Management*

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify *Seminar on Crime against Women  
Technology and Crime against women*

Hosted by : *St. Pauls College, Kalamassery*  
Venue :  
Date & Time : *13.01.2020 and 14.01.2020*  
Requesting for :  Leave  
 Financial Aid of ₹ *2000*

Date of Application: *10.01.2020*

  
Signature of the Faculty

#### Office Use Only

*Raji T* is entitled to receive the payment of ₹ *2000* and  
Duty Leave for ...*2* days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :7**

Name of the Faculty	Tessymol Mathew
Department	Commerce



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Teerajmol Mathew*

Department : *Commerce*

- Event
- Workshop
  - Seminar/Conference
  - Professional Body Membership
  - Accommodation / Conveyance for the above
  - Others

Please specify : *Emerging Trends and Challenges in Business*

Hosted by : *Rajagiri Venuajyothi College of Arts and Applied Sciences, Vengaloor*

Venue :

Date & Time : *22nd August 2019*

Requesting for :  Leave

Financial Aid of ₹.....*2210*.....

Date of Application: *20/8/2019*

  
Signature of the Faculty

#### Office Use Only

*Teerajmol Mathew*..... is entitled to receive the payment of ₹.....*2210*..... and  
Duty Leave for ....*1*... days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :8**

Name of the Faculty	Tessymol Mathew
Department	Commerce



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Telesymol Mathew*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : *Seminar on Interpersonal skills*

Hosted by : *Cherish College, Kattapana*

Venue :

Date & Time : *25/7/2019*

Requesting for :  Leave

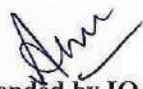
Financial Aid of ₹ *2000*

Date of Application: *23/7/2019*

  
Signature of the Faculty

#### Office Use Only

*Telesymol Mathew* is entitled to receive the payment of ₹ *2000* and  
Duty Leave for *..A..* days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :9**

Name of the Faculty	Bridin Rocha
Department	Commerce



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : BRIDIN ROCHA

Department : Commerce

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : Emerging Trends and Challenges in Business

Hosted by : Rajagiri Viswajyothi College of Arts and Sciences, Vengoor

Venue :

Date & Time : 22<sup>nd</sup> August 2019


Requesting for :  Leave

Financial Aid of ₹. 2100.....

Date of Application: 19/08/2019

  
Signature of the Faculty

**BRIDIN ROCHA** Office Use Only  
 ..... is entitled to receive the payment of ₹. 2100 ..... and  
 Duty Leave for .....! days.

  
Recommended by IQAC



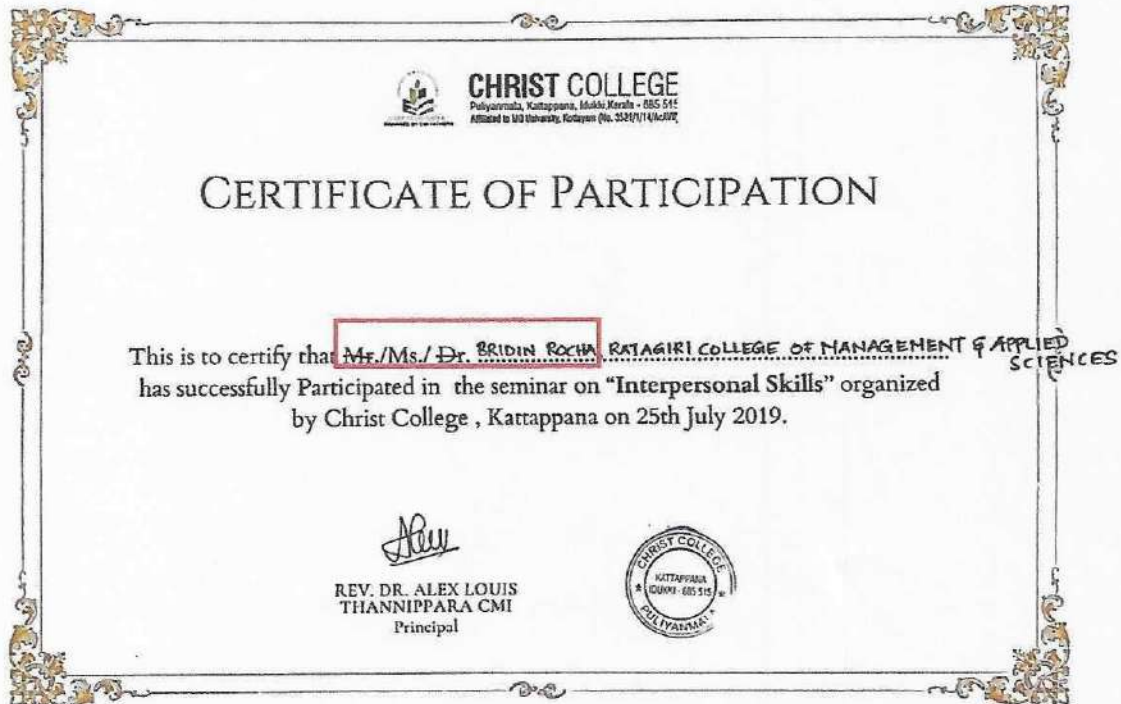
  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :10</b>	
Name of the Faculty	Bridin Rocha
Department	Commerce



*Legal*



### Financial Aid Application for Teaching staff

Name of the Faculty : BRIDIN BOCHA

Department : Commerce

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : Interpersonal Skills

Hosted by : Christ College, Kattappana

Venue :

Date & Time : 25<sup>th</sup> July, 2019

Requesting for :  Leave

Financial Aid of ₹ 2000

Date of Application: 19/08/2019

  
Signature of the Faculty

#### Office Use Only

BRIDIN BOCHA is entitled to receive the payment of ₹ 2000 and  
Duty Leave for ..... days.

  
Recommended by IQAC



  
Approved by Principal

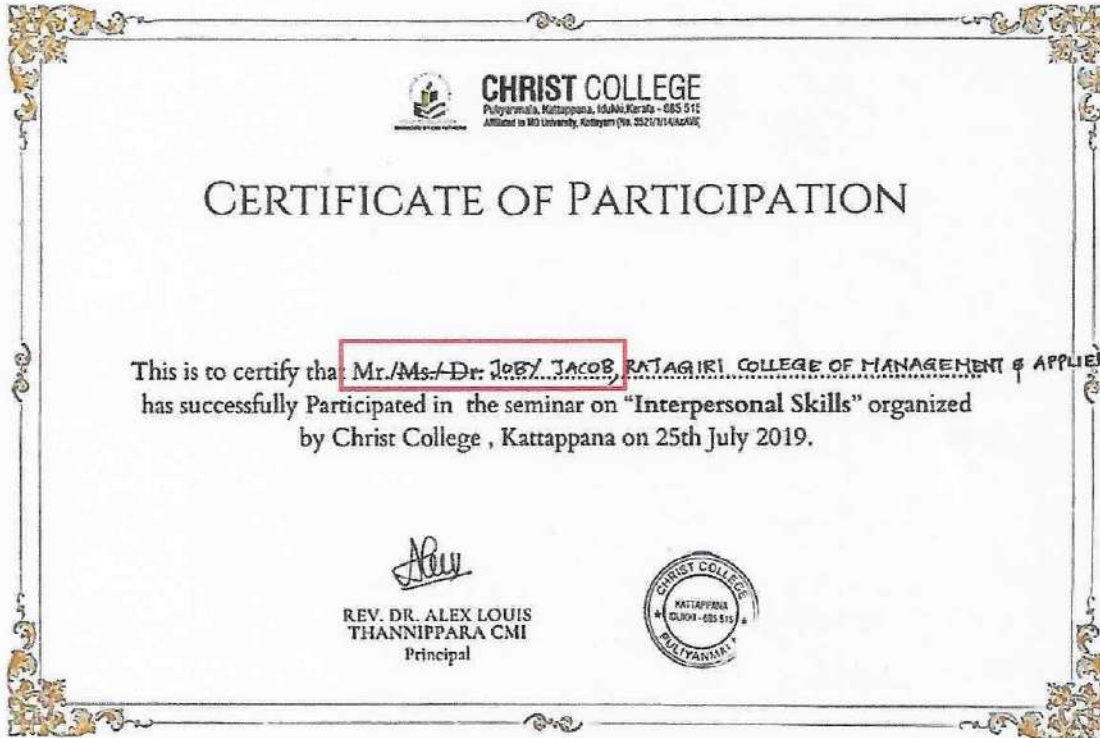
Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :11**

Name of the Faculty	Joby Jacob
Department	Computer Science

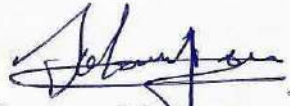


*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Joby Jacob*  
 Department : *Computer Science*  
 Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others Please specify : *Interpersonal Skills*  
 Hosted by : *Christ College, Kattappana*  
 Venue :  
 Date & Time : *25<sup>th</sup> July 2019*  
 Requesting for :  Leave  
 Financial Aid of ₹... *2000* .....


Date of Application: *23/07/2019*

  
Signature of the Faculty


Office Use Only  
*Ms. Joby Jacob* ..... is entitled to receive the payment of ₹... *2000* ..... and  
 Duty Leave for ..... days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :12**

Name of the Faculty

Anupa Stanly

Department

Commerce



**Computer Society of India**  
Coimbatore Chapter

**CERTIFICATE  
OF PARTICIPATION**

This is to certify that **MS. ANUPA STANEY**, ASSISTANT PROFESSOR

of **RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES**

has participated in "SEMINAR ON PROTECTING YOUR DIGITAL FOOTPRINT"

Organized by Computer Society of India, Coimbatore Chapter on **8.9.2019**

ESTD. 1965

*L. Saravana Kumar*  
Mr. R. Saravana Kumar  
Chairman

*Dr. E. K. Girisan*  
Dr. E. K. Girisan  
Secretary



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : ANUPA STANLY

Department : Commerce

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : PROTECTING YOUR DIGITAL FOOTPRINT

Hosted by : COMPUTER SOCIETY OF INDIA, COIMBATORE

Venue :

Date & Time : 8<sup>th</sup> SEPTEMBER 2019

Requesting for :  Leave

Financial Aid of ₹. 1800

Date of Application: 5/9/2019



Signature of the Faculty

#### Office Use Only

...ANUPA STANLY... is entitled to receive the payment of ₹. 1800 and  
Duty Leave for 1 days.

Recommended by IQAC

Office Seal



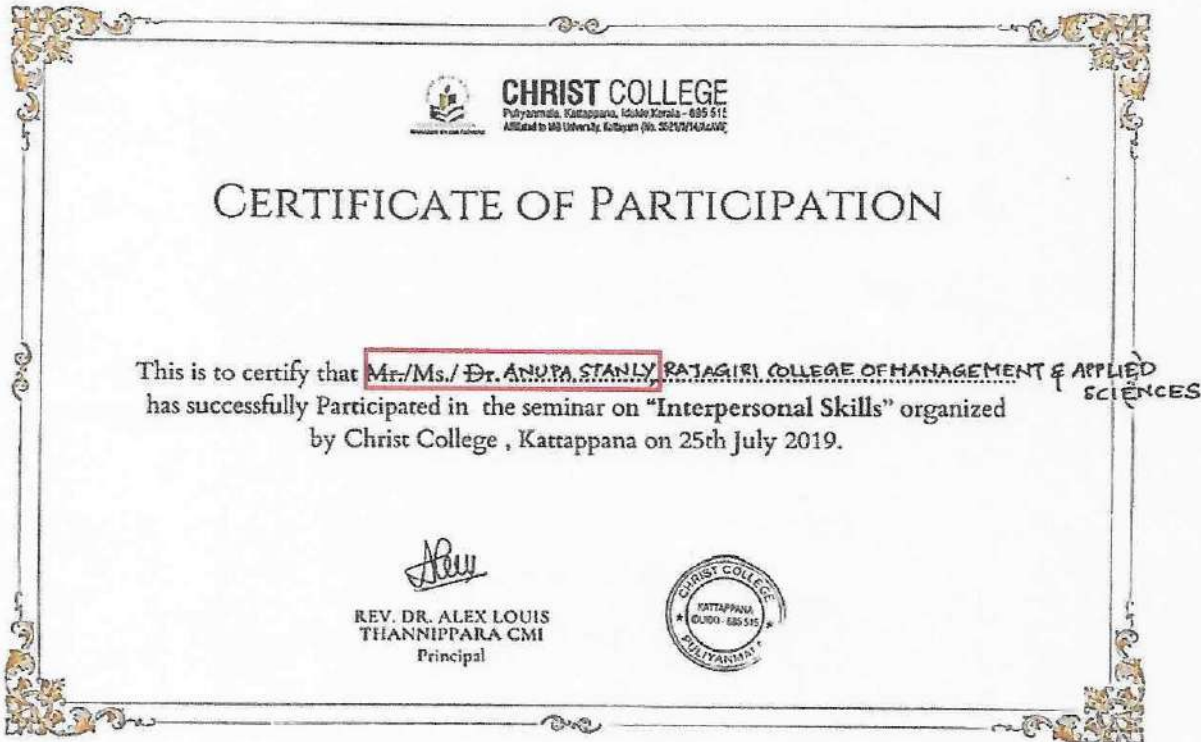
Approved by Principal

Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :13**

Name of the Faculty	Anupa Stanly
Department	Commerce



Legal

### Financial Aid Application for Teaching staff

Name of the Faculty : Anupa Stanly  
Department : Commerce

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : Interpersonal Skills

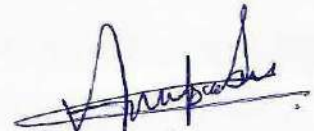
Hosted by : Christ College, Kattapana

Venue :

Date & Time : 25<sup>th</sup> July, 2019

Requesting for :  Leave  
 Financial Aid of ₹.....


Date of Application: 22/07/2019

  
 Signature of the Faculty

#### Office Use Only

..Anupa Stanly..... is entitled to receive the payment of ₹. 2000 ..... and  
 Duty Leave for ..1... days.

  
 Recommended by IQAC

  
 Approved by Principal

Office Seal

  
 Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :14</b>	
Name of the Faculty	Amala Linus
Department	Commerce



Amala Linus



### Financial Aid Application for Teaching staff

Name of the Faculty : *Amala hirus*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify .....

*Emerging Trends and challenges*

Hosted by

: *Viswajyothi College of Business,*

Venue

: *Arts and Applied Sciences, Venyoos.*

Date & Time

: *22 August 2019.*

Requesting for

Leave

Financial Aid of ₹ *2210*

Date of Application: *28/8/2019*

*Amala*  
Signature of the Faculty

*Ms. Amala hirus* Office Use Only  
..... is entitled to receive the payment of ₹ *2210* and  
Duty Leave for ..... days.

*[Signature]*  
Recommended by IQAC



*[Signature]*  
Approved by Principal

Office Seal

*[Signature]*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :15**

Name of the Faculty	Amala Linus
Department	Commerce

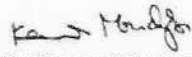


## Certificate of Participation

This is to certify that **AMALA LINUS** participated in the **R** training organized at **Sona College of Technology** in **January 2020** semester, with course material provided by the Spoken Tutorial Project, IIT Bombay.

A comprehensive set of topics pertaining to **R** were covered in the training. This training is offered by the Spoken Tutorial Project, IIT Bombay, funded by the National Mission on Education through ICT, MHRD, Govt. of India.

May 12th 2020

  
Prof. Kannan M Moudgalys  
IIT Bombay





### Financial Aid Application for Teaching staff

Name of the Faculty : *Amala hirus*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : *Workshop on R Training*

Hosted by : *Sona College of Technology, Salem*

Venue :

Date & Time : *May 12 2020*

Requesting for :  Leave

Financial Aid of ₹ *1500*

Date of Application: *26/05/2020*

*Amala*  
Signature of the Faculty

*Ms. Amala hirus* Office Use Only  
..... is entitled to receive the payment of ₹ *1500* ..... and  
Duty Leave for *1* days.

*Am*  
Recommended by IQAC



*J.*  
Approved by Principal

Office Seal

*Director*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :16**

Name of the Faculty	Elsa Jacob
Department	Commerce



**ILAHIA**  
COLLEGE OF ARTS & SCIENCE  
(Affiliated to M.G. University, Kottayam, Included U/S 2 (I) of UGC Act)  
Pezhakkappilly P.O., Muvattupuzha  
Accredited by NAAC with 'B' Grade  
ESTD : 1995, Ernakulam Dist., Kerala, Pin: 686 674, Ph: 2813910, 2814231  
E-mail: ilahiaartscollege@gmail.com, Web: www.ilahiaartscollege.org, ilahiacollege.info

**CERTIFICATE**

Certified that Mr./Ms. ELSA JACOB of Rajagiri college of Management & Applied science kakkanaad Participated in the State Level Workshop on "Quality Initiatives in Higher Education Institutions" organized by Internal Quality Assurance Cell (IQAC) on 19<sup>th</sup> October 2019.

Place : Muvattupuzha  
Date : 19.10.2019

Dr. Francis Cyriac E  
Principal

Mr. Sajid A.M  
IQAC Co-ordinator

*(Handwritten signature in green ink)*



**Financial Aid Application for Teaching staff**

Name of the Faculty : *Elsa Jacob*

Department : *Commerce*

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : *Workshop on Quality Initiatives in Higher Education Institutions*

Hosted by : *Glavin College of Arts and Sciences, Puzhakkapilly.*

Venue : *19th October 2014*

Date & Time : *19th October 2014*

Requesting for :  Leave

Financial Aid of ₹ *2560*

Date of Application: *16.10.2014.*

*Elsa*  
Signature of the Faculty

*Ms. Elsa Jacob* Office Use Only  
 ..... is entitled to receive the payment of ₹ *2560* ..... and  
 Duty Leave for *1* days.

*[Signature]*  
Recommended by IQAC



*[Signature]*  
Approved by Principal

Office Seal

*[Signature]*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :17</b>	
Name of the Faculty	Kavitha Krishnadas
Department	English

**DIST**  
**DE PAUL INSTITUTE OF SCIENCE & TECHNOLOGY**  
De Paul Nagar, Angamaly South P.O.  
Angamaly, Ernakulam, Kerala. Pin: 683573  
Ph: 0484-2911800  
www.depaul.edu.in

**TWO DAY NATIONAL SEMINAR**  
on  
**MAN, LITERATURE & ENVIRONMENT**  
Organised by  
School of English, De Paul Institute of Science & Technology, Angamaly  
in association with  
School of Letters, Mahatma Gandhi University, Kottayam

## CERTIFICATE

This is to certify that Dr./Mr./Ms. Dr. Proob. Kavitha Krishnadas, Rajagiri College of Management & Applied Sciences has participated / presented a paper .....  
.....in the Two Day National Seminar on Man, Literature & Environment  
organised by the School of English, De Paul Institute of Science & Technology, Angamaly in association with School of Letters,  
M.G University, Kottayam on 6<sup>th</sup> & 7<sup>th</sup> of February 2020.

  
Sanilkumar P.S.  
HOD  


  
Dr. K.M. Krishnan  
Director  
School of Letters,  
M.G University  


  
Dr. Unny C.J.  
Principal  




Legal



### Financial Aid Application for Teaching staff

Name of the Faculty : Kavitha Krishnadas

Department : English

- Event
- Workshop
  - Seminar/Conference
  - Professional Body Membership
  - Accommodation / Conveyance for the above
  - Others

Please specify : Seminar on Man, Literature & Environment

Hosted by : De Paul Institute of Science & Technology,  
Venue : Angamaly

Date & Time : 6-2-2020 and 7-2-2020

Requesting for :  Leave  
 Financial Aid of ₹ 2750/-

Date of Application: 3-2-2020

*Kavitha*  
Signature of the Faculty

*Kavitha Krishnadas* Office Use Only  
..... is entitled to receive the payment of ₹ 2750/- and  
Duty Leave for 2 days.

*[Signature]*  
Recommended by IQAC



*[Signature]*  
Approved by Principal

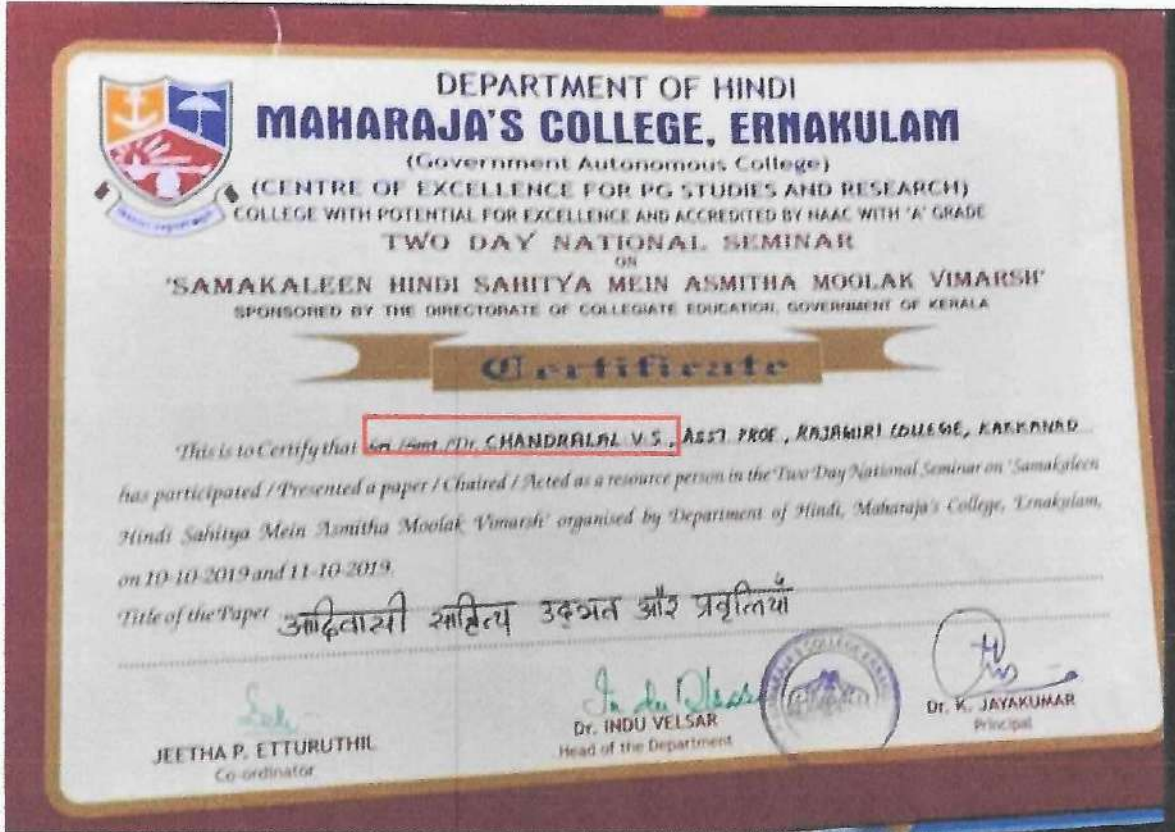
Office Seal

*[Signature]*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :18**

Name of the Faculty	Dr Chandralal V S
Department	Commerce



Legal



### Financial Aid Application for Teaching staff

Name of the Faculty : CHANDPALAL VS

Department : Commerce

- Event
- Workshop
  - Seminar/Conference
  - Professional Body Membership
  - Accommodation / Conveyance for the above
  - Others

Please specify : *Seminar on Samakaleen Hindi Sahitya Mein*

Hosted by : *Maharaja College, Kundalim Amulha Moolk Vimarsh*

Venue :

Date & Time : 10-10-2019 & 11-10-2019

Requesting for :


- Leave
- Financial Aid of ₹ 1730

Date of Application: 7-10-2019


  
 Signature of the Faculty

#### Office Use Only

*Chandpalal V.S* ..... is entitled to receive the payment of ₹ 1730 ..... and  
 Duty Leave for 2 days.

  
 Recommended by IQAC



  
 Approved by Principal

Office Seal

  
 Director

*NB:- Proofs of registration and payment along with copy of the certificate to be attached.*

**Evidence :19**

Name of the Faculty	Dr Chandralal V S
Department	Commerce



Legal

### Financial Aid Application for Teaching staff

Name of the Faculty : CHANDRALAL V.S

Department : Commerce

- Event
- Workshop
  - Seminar/Conference
  - Professional Body Membership
  - Accommodation / Conveyance for the above
  - Others

Please specify : Seminar on Multi Dimensional Aspects

Hosted by : The Zamboanga Greenway Campus College, Zamboanga

Venue :

Date & Time : 30.07.2019

Requesting for :  Leave  
 Financial Aid of ₹ 1425

Date of Application: 26.07.2019

  
Signature of the Faculty

CHANDRALAL V.S Office Use Only  
..... is entitled to receive the payment of ₹ 1425 and  
Duty Leave for ..... days.

  
Recommended by IQAC




  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :20</b>	
Name of the Faculty	Nidhi Varghese K V
Department	Commerce



**Computer Society of India**  
Coimbatore Chapter

**CERTIFICATE OF PARTICIPATION**

This is to certify that **MS. NIDHI VARGHESE K V, ASSISTANT PROFESSOR**  
of **RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES**  
has participated in **"SEMINAR ON PROTECTING YOUR DIGITAL FOOTPRINT"**  
Organized by Computer Society of India, Coimbatore Chapter on **8.9.2019**  
ESTD. 1965

*R. Saravana Kumar*  
Mr. R. Saravana Kumar  
Chairman

*Dr. E. K. Girisan*  
Dr. E. K. Girisan  
Secretary

सर्वे भद्राणि सुखिनः



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Nidhi Vaghese*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : *Seminar on Bedecting Your Digital Footprints*

Hosted by : *Computer Society of India, Coimbatore*

Venue :

Date & Time : *8/9/2019*

Requesting for :  Leave


Financial Aid of ₹.....*2800*.....

Date of Application: *5/9/2019*


  
Signature of the Faculty

#### Office Use Only

*Nidhi Vaghese*..... is entitled to receive the payment of ₹.....*2800*..... and  
Duty Leave for ..... days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB.- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :21</b>	
Name of the Faculty	Vineetha Varghese
Department	Commerce



*Vineetha*

### Financial Aid Application for Teaching staff

Name of the Faculty : Ms. Vinetha Varghese

Department : Commerce

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : .....

Protecting Your Digital Footprint

Hosted by : Computer Society of India, Coimbatore.

Venue :

Date & Time : 08/09/2019

Requesting for :  Leave

Financial Aid of ₹ 2800

Date of Application: 04/09/2019


  
Signature of the Faculty

#### Office Use Only

Ms. Vinetha Varghese is entitled to receive the payment of ₹ 2800 and  
Duty Leave for ..!... days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :22**

Name of the Faculty	Jose Franscis
Department	Commerce



*Legal*





### Financial Aid Application for Teaching staff

Name of the Faculty : Jose Francis

Department : Commerce

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : Workshop on The Role of Technology in Higher Education

Hosted by : Bishop Kuriyalacherry College for Women,  
Venue : Amalagiri

Date & Time : 9.08.2019 to 10.08.2019

Requesting for :  Leave  
 Financial Aid of ₹ 2000

Date of Application: 06.08.2019

Signature of the Faculty

Jose Francis Office Use Only  
..... is entitled to receive the payment of ₹ 2000 and  
Duty Leave for 2 days.

Recommended by IQAC



Approved by Principal

Office Seal

Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :23</b>	
Name of the Faculty	Ammu K V
Department	Commerce



**BISHOP KURIALACHERRY COLLEGE FOR WOMEN, AMALAGIRI**  
(Reaccredited with A+ grade in the Fourth cycle by NAAC, NIRF Rank Band: 101- 150) Affiliated to Mahatma Gandhi University Kottayam, Kerala

## CERTIFICATE OF PARTICIPATION

This is to certify that Dr./Mr./Ms AMMU.K.V, BChAS has participated in the two day workshop on 'The Role of Technology in Higher Education' held from 09.8.2019 to 10.08.2019. Organized by IQAC Bishop Kurialacherry college for Women Amalagiri, Kottayam

*S. Manjun*  
.....  
IQAC Co-ordinator



*Leena Mathew*  
.....  
Principal



*Leena*

### Financial Aid Application for Teaching staff

Name of the Faculty : Ammu K.V

Department : Commerce

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : workshop on the role of Technology in Higher education

Hosted by

: Bishop Kuzhalancherry college of women, Amalagiri

Venue

:

Date & Time


: 9/8/2019 - 10/8/2019

Requesting for

:  Leave

Financial Aid of ₹.....2000.....

Date of Application: 6/8/2019


  
Signature of the Faculty

#### Office Use Only

Ammu K.V ..... is entitled to receive the payment of ₹.....2000..... and  
Duty Leave for ..... days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :24</b>	
Name of the Faculty	Geethu Gibi
Department	Management



**BISHOP KURIALACHERRY  
COLLEGE FOR WOMEN, AMALAGIRI**

(Reaccredited with A+ grade in the Fourth cycle by NAAC, NIRF Rank Band: 101- 150) Affiliated to Mahatma Gandhi University, Kottayam, Kerala

**CERTIFICATE  
OF PARTICIPATION**

This is to certify that **Dr./Mr./Ms. GEETHU GIBI, BMS** has participated in the two day workshop on 'The Role of Technology in Higher Education' held from 09.8.2019 to 10.08.2019. Organized by IQAC Bishop Kurialacherry college for Women Amalagiri, Kottayam

*S. Marya*  
.....  
IQAC Co-ordinator



*Leena Mathew*  
.....  
Principal



*Leena*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Creethu Gily*  
Department : *Management*

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : *The Role of Technology in higher education*

Hosted by : *Bishop Kuriakancherry College for women, Amalagiri*

Venue :

Date & Time : *9/8/2019 - 10/8/2019*

Requesting for :  Leave

Financial Aid of ₹ *2,000/-*

Date of Application: *6/8/2019*

*[Signature]*  
Signature of the Faculty

**Office Use Only**

*Creethu Gily* is entitled to receive the payment of ₹ *2,000/-* and Duty Leave for *1* days.

*[Signature]*  
Recommended by IQAC



*[Signature]*  
Approved by Principal

Office Seal

*[Signature]*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :25</b>	
Name of the Faculty	Neethu Maria Jose
Department	Management



**BISHOP KURIALACHERY  
COLLEGE FOR WOMEN, AMALAGIRI**

(Reaccredited with A+ grade in the Fourth cycle by NAAC, NIRF Rank Band: 101-150) Affiliated to Mahatma Gandhi University Kottayam, Kerala

**CERTIFICATE  
OF PARTICIPATION**

This is to certify that **Dr./Mr./Ms. NEETHU MARIA JOSE** has participated in the two day workshop on 'The Role of Technology in Higher Education' held from 09.8.2019 to 10.08.2019. Organized by IQAC Bishop Kurialacherry college for Women Amalagiri, Kottayam

*S. Manjun*  
.....  
IQAC Co-ordinator



*Leena Mathew*  
.....  
Principal



*Legal*



### Financial Aid Application for Teaching staff

Name of the Faculty : Neethu Maria Jose  
Department : Management

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : Workshop on 'The Role of Technology in higher Education'

Hosted by : Bishop Kurialacherri college for Women, Amalagiri  
Venue :  
Date & Time : 9.8.2019 to 10.8.2019  
Requesting for :  Leave  
 Financial Aid of ₹ 2000....

Date of Application: 6.8.2019

  
Signature of the Faculty

#### Office Use Only

Neethu Maria Jose..... is entitled to receive the payment of ₹ 2000..... and  
Duty Leave for 2 days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :26</b>	
Name of the Faculty	Chithra V Menon
Department	Management



*[Handwritten signature]*



### Financial Aid Application for Teaching staff

Name of the Faculty : Chithra V. Menon

Department : Management

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify

Hosted by

Venue

Date & Time

Requesting for

The Role of Technology in Higher Education  
Bishop Kuriakose Education College for Women, Anjalagiri, Kottoyam

: 09/08/2019 - 10/08/2019.

Leave

Financial Aid of ₹ 2000

Date of Application: 06/08/2019.


  
Signature of the Faculty

Ms. Chithra V. Menon Office Use Only  
is entitled to receive the payment of ₹ 2000 and  
Duty Leave for 2 days.

  
Recommended by IQAC

Office Seal



  
Approved by Principal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :27</b>	
Name of the Faculty	Philip Sam Tharakan
Department	Commerce



*[Handwritten signature]*

**Financial Aid Application for Teaching staff**

Name of the Faculty : Philip Sam Tharakan

Department : Commerce

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify

Workshop on The Role of Technology

Hosted by

: Bishop Kuriakosey College for Women,

Venue

: Amalagudi

Date & Time

: 09.08.2019 to 10.08.2019

Requesting for

:  Leave

Financial Aid of ₹.....2000

Date of Application: 6-8-2019


  
Signature of the Faculty

Philip Sam Tharakan Office Use Only

..... is entitled to receive the payment of ₹.....2000..... and  
Duty Leave for ...2... days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :28**

Name of the Faculty	Geethu Johny
Department	English



*Geethu Johny*



### Financial Aid Application for Teaching staff

Name of the Faculty : *Greetha Johny*  
Department : *English*

- Event
- Workshop
  - Seminar/Conference
  - Professional Body Membership
  - Accommodation / Conveyance for the above
  - Others

Please specify : *Seminar on Emerging Trends and challenges in Business*

Hosted by : *Rajagiri Viswajyothi College of Arts and Applied Sciences,*  
 Venue : *Vengoon, Perumbavoor.*  
 Date & Time : *22nd August, 2019*  
 Requesting for :  Leave  
 Financial Aid of ₹ *2240*

Date of Application: *17<sup>th</sup> August, 2019*

*[Signature]*  
Signature of the Faculty

*Greetha Johny* Office Use Only  
 ..... is entitled to receive the payment of ₹ *2240* ..... and  
 Duty Leave for ..... days.

*[Signature]*  
Recommended by IQAC



*[Signature]*  
Approved by Principal

Office Seal

*[Signature]*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :29**

Name of the Faculty	Joby Jacob
Department	Computer Science



*Joby Jacob*



### Financial Aid Application for Teaching staff

Name of the Faculty : *Joby Jacob*  
Department : *computer science*

- Event
- Workshop
  - Seminar/Conference
  - Professional Body Membership
  - Accommodation / Conveyance for the above
  - Others

Please specify : *Emerging Trends and Challenges*

Hosted by : *Rajagiri Business College of Arts and Applied Sciences, Vengoor.*  
Venue :

Date & Time : *22nd August 2019.*

Requesting for :  Leave  
 Financial Aid of ₹ *2370*

Date of Application: *19.08.2019.*

*[Signature]*  
Signature of the Faculty

#### Office Use Only

*Ms. Joby Jacob* ..... is entitled to receive the payment of ₹ *2370* ..... and  
Duty Leave for *1*..... days.

*[Signature]*  
Recommended by IQAC



*[Signature]*  
Approved by Principal

Office Seal

*[Signature]*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :30**

Name of the Faculty	Amrutha Antony
Department	Commerce



*Legat*



### Financial Aid Application for Teaching staff

Name of the Faculty : Anusutha Antony  
Department : Commerce

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : International Workshop on 'Value

Hosted by : JDI Islam College of Arts and Science, Kozhikode

Venue :

Date & Time : 15<sup>th</sup> January, 2020

Requesting for :  Leave

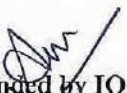
Financial Aid of ₹..... 3200 .....

Date of Application: 17/01/2020

  
Signature of the Faculty

#### Office Use Only

..... Anusutha Antony ..... is entitled to receive the payment of ₹..... 3200 ..... and  
Duty Leave for ..... days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :31</b>	
Name of the Faculty	Anna George
Department	Commerce



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Anna George*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify :

*International Workshop on*

Hosted by

: *JDT Islam College of Arts and Science, Kozhikode*

Venue

:

Date & Time

: *15<sup>th</sup> January 2020*

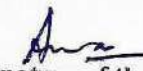
Requesting for

:

Leave

Financial Aid of ₹ *3200*

Date of Application: *09/01/2020*


  
Signature of the Faculty

#### Office Use Only

*Ms. Anna George* is entitled to receive the payment of ₹ *3200* and  
Duty Leave for *1* days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :32**

Name of the Faculty	Sunitha Varghese
Department	Commerce



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Sunitha Varghese*  
Department : *Commerce*

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : *Workshop on "Value Investment"*

Hosted by : *JOT Islam College of Arts & Science, Kozhikode*  
Venue :  
Date & Time : *15<sup>th</sup> January 2020*  
Requesting for :  Leave  
 Financial Aid of ₹ *3200*.....

Date of Application: *10<sup>th</sup> January 2020*

  
Signature of the Faculty

#### Office Use Only


.....*Sunitha Varghese*..... is entitled to receive the payment of ₹.....*3200*..... and  
Duty Leave for .....*1*..... days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :33</b>	
Name of the Faculty	Jithu Tom Eapen
Department	English







**JDT ISLAM COLLEGE OF ARTS AND SCIENCE**

Approved by Government of Kerala and Affiliated to University of Calicut  
Vellimadukunnu Po, Kozhikode-673012 ,Kerala ,India

## Certificate of participation

This is to certify that **Dr/Mr/Ms/Mrs JITHU TOM EAPEN** of Rajagiri College of Management and Applied Sciences, Kakkannad has successfully participated in the one day online International Workshop "Value Investment" on 15<sup>th</sup> January 2020 organized by the Department of Commerce in association with IQAC of JDT Islam College of Arts and Science.

  
**Dr. TK MAQBOOL, PRINCIPAL**

  
**FEBIN ASMI MS, HOD**



*Legal*



### Financial Aid Application for Teaching staff

Name of the Faculty : *Sibhu Tom Eapen*

Department : *English*

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : *International Workshop on Value Investment*

Hosted by : *JOT Islam college of Arts and Science*

Venue :

Date & Time : *15/11/2020*

Requesting for :  Leave

Financial Aid of ₹ *3200*

Date of Application: *11/11/2020*

Signature of the Faculty *[Signature]*

*Sibhu Tom Eapen*

Office Use Only

..... is entitled to receive the payment of ₹ *3200* ..... and  
Duty Leave for *1* days.

Recommended by IQAC *[Signature]*



Approved by Principal *[Signature]*

Office Seal

Director *[Signature]*

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :34</b>	
Name of the Faculty	Juby George
Department	Computer Science



*Legal*



### Financial Aid Application for Teaching staff

Name of the Faculty : *Juby George*  
Department : *Computer Science*

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : *International Workshop on*

Hosted by : *JDT Islam College of Arts and Science,*  
Venue : *Kozhikode.*

Date & Time : *15/01/2020*

Requesting for :  Leave  
 Financial Aid of ₹ *3200*

Date of Application: *10/01/2020*

*Juby*  
Signature of the Faculty

*Ms. Juby George* Office Use Only  
 ..... is entitled to receive the payment of ₹ *3200* and  
 Duty Leave for ..... days.

*[Signature]*  
Recommended by IQAC



*[Signature]*  
Approved by Principal

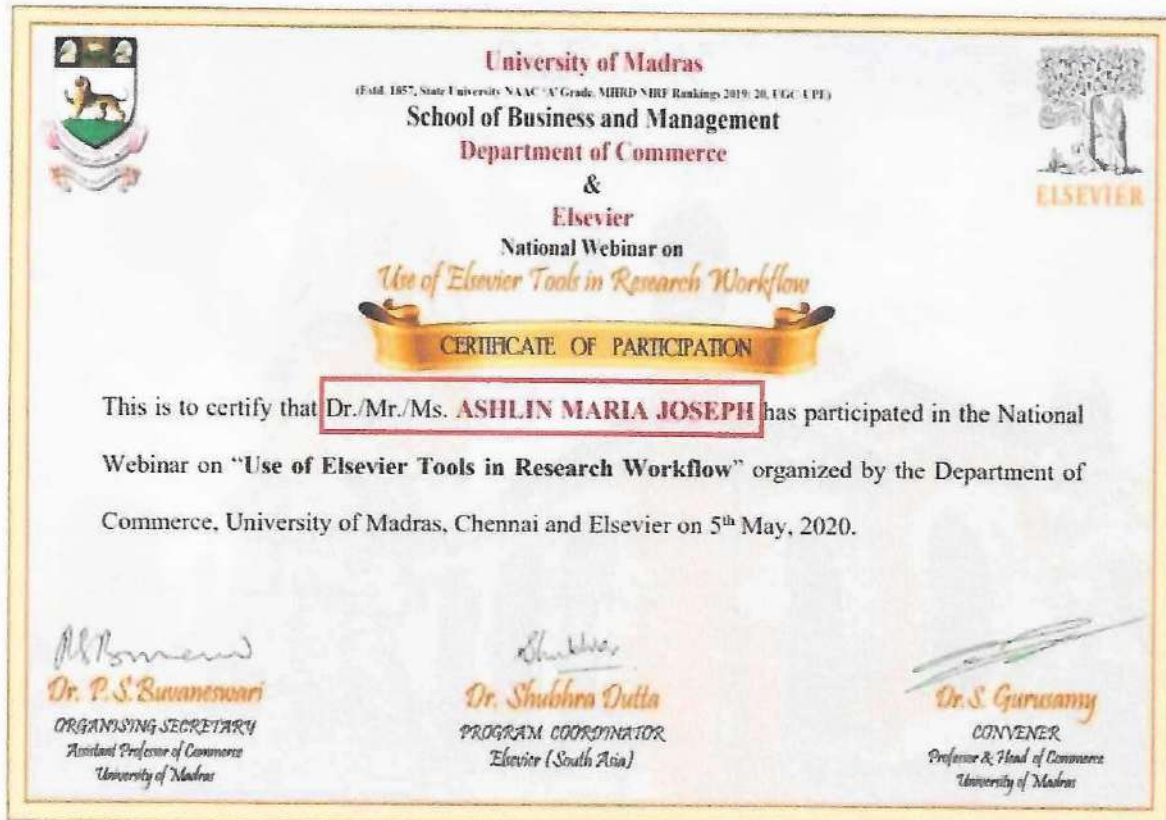
Office Seal

*[Signature]*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :35**

Name of the Faculty	Ashlin Maria Joseph
Department	Commerce



*Legal*



## Financial Aid Application for Teaching staff

Name of the Faculty : *Ashlin Maria Joseph*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : *Seminar on use of Elsevier tools in research workflow*

Hosted by : *University of Madras*

Venue :

Date & Time : *5 May 2020*

Requesting for :  Leave

Financial Aid of ₹ *500*

Signature of the Faculty

Date of Application: *1 May 2020*

### Office Use Only

*Ashlin Maria Joseph* is entitled to receive the payment of ₹ *500* and  
Duty Leave for *...* days.

Recommended by IQAC

Office Seal



Approved by Principal

Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :36**

Name of the Faculty	Ashlin Maria Joseph
Department	Commerce

Certificate ID: MYH84U-CE000294



**BHARATA MATA COLLEGE**  
Thrikkakara, Kochi - 21, Kerala  
Affiliated to Mahatma Gandhi University Kottayam,  
Re- Accredited by NAAC with 'A+' Grade

**National Webinar**  
On  
Fine Tuning Your Research Papers:  
Publication in SCOPUS, Web of Science Indexed and ABDC rated Journals

*This is to Certify that*  
**Ashlin Maria Joseph**  
has actively participated in national webinar organised by the Research & Post-Graduate Department of Commerce, Bharata Mata College on 27/05/2020

  
CA Joseph Joy Puthussery  
*Coordinators*

  
Ajay Joseph  
*Coordinators*

  
Dr Tessa Thomas  
*HOD*

  
Dr Shiny Palatty  
*Principal*





*Legal*



### Financial Aid Application for Teaching staff

Name of the Faculty : *Ashlin Maria Joseph*  
Department : *Commerce*

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : *Seminar on fine tuning of our research papers*

Hosted by : *Bharath Matha College Thaikakara*

Venue :

Date & Time : *27 May 2020*

Requesting for :  Leave  
 Financial Aid of ₹ *500*.....

Date of Application: *22 May 2020*

*Ashli*  
Signature of the Faculty

#### Office Use Only

*Ashlin Maria Joseph*..... is entitled to receive the payment of ₹ *500*..... and  
Duty Leave for *1* days.

*Ashli*  
Recommended by IQAC



*J.*  
Approved by Principal

Office Seal

*J.*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :37**

Name of the Faculty	Ashlin Maria Joseph
Department	Commerce



Legal

### Financial Aid Application for Teaching staff

Name of the Faculty : *Ashlin Maria Joseph*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : *Seminar on Qualitative Research Methodology in Social Sciences*

Hosted by : *Rajagiri College of Social Sciences (Autonomous), Kalamassery*

Venue :

Date & Time : *3-7 March 2020*

Requesting for :  Leave

Financial Aid of ₹.....*500*.....

Date of Application: *28/02 - 2020*

*Ashlin*  
Signature of the Faculty

#### Office Use Only

*Ashlin Maria Joseph* is entitled to receive the payment of ₹.....*500*..... and  
Duty Leave for *5* days.

*Ashlin*  
Recommended by IQAC



*J.*  
Approved by Principal

Office Seal

*J.*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :38**

Name of the Faculty

Ashlin Maria Joseph

Department

Commerce



*Legal*



### Financial Aid Application for Teaching staff

Name of the Faculty : *Ashlin Maria Joseph*  
 Department : *Commerce*  
 Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others Please specify : *Workshop on the art of writing and Publishing Research in Top tiered Journals*  
 Hosted by : *Newman College, Thochupuzha*  
 Venue :  
 Date & Time : *4th January 2020*  
 Requesting for :  Leave  
 Financial Aid of ₹ *1500*

Date of Application: *1 January 2020*

*Ashlin*  
Signature of the Faculty

**Office Use Only**

*Ashlin Maria Joseph* is entitled to receive the payment of ₹ *1500* and Duty Leave for *1* days.

*Ashlin*  
Recommended by IQAC



*[Signature]*  
Approved by Principal

Office Seal

*[Signature]*  
Director


NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :39**

Name of the Faculty	Ashlin Maria Joseph
Department	Commerce

**CERTIFICATE**


Government of Maharashtra's  
**ELPHINSTONE COLLEGE**  
156, Mahatma Gandhi Marg, Fort, Mumbai - 400 032  
NAAC Re-accredited 'A' Grade



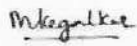
This is to certify that Ashlin Maria Joseph

has participated in the Two-day Webinar on **Introduction to Research Designs – From Theory to Practice** held online on April 29 & 30, 2020.

Date: 01 May, 2020



**Dr. Vilas Padhye**  
Coordinator, IQAC &  
Head, Department of Psychology



**Dr. Madhuri Kagalkar**  
Principal



*Certified*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Ashlin Maria Joseph*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : *Seminar on Introduction to Research*

Hosted by : *Design from theory to practice*

Venue : *Elphinstone College, Mumbai*

Date & Time : *29 & 30 April 2020*

Requesting for :  Leave

Financial Aid of ₹ *500*

Date of Application: *27 April 2020*

*Ashlin*  
Signature of the Faculty

#### Office Use Only

*Ashlin Maria Joseph* is entitled to receive the payment of ₹ *500* and  
Duty Leave for *2* days.

*Am*  
Recommended by IQAC



*Jh*  
Approved by Principal

Office Seal

*[Signature]*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :40**

Name of the Faculty	Ashlin Maria Joseph
Department	Commerce



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Ashlin Maria Joseph*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : *Workshop on Research Methodology*

Hosted by : *REST Society for Research Internationals (RSRI),*

Venue : *Keishanganj*

Date & Time : *18/04/2020 - 20/04/2020*

Requesting for :  Leave

Financial Aid of ₹...*1000*.....

Date of Application:

*Ashlin*  
Signature of the Faculty

#### Office Use Only

*Ashlin Maria Jo* is entitled to receive the payment of ₹.....*1000*..... and  
Duty Leave for ..... days.

*[Signature]*  
Recommended by IQAC



*[Signature]*  
Approved by Principal

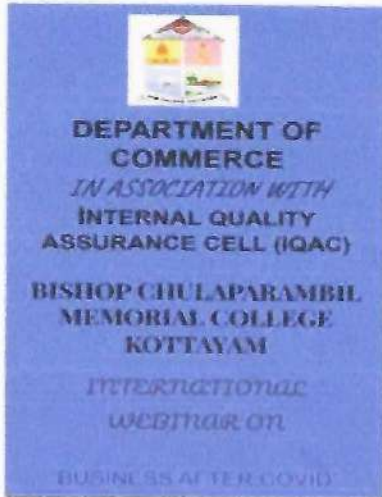
Office Seal

*[Signature]*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :41**

Name of the Faculty	Maria Athira Shalet
Department	Commerce



**CERTIFICATE**

This is to certify that **Maria Athira Shalet** has participated in the International Webinar on "Business after Covid" organised by Department of Commerce, Bishop Chulaparambil Memorial College Kottayam in association with Internal Quality Assurance Cell (IQAC) on 20 May 2020. The participant has successfully appeared in the online exam conducted and scored 100%





Mr. JIPIN V JIMMY II Dr. STEPHY THOMAS II Dr. TEENA ANNAH THOMAS  
(HOD in Charge) (IQAC Coordinator) (Principal)




### Financial Aid Application for Teaching staff

Name of the Faculty : *Maala Athira Shalek*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : *Seminar on business After Covid*

Hosted by : *Bishop chulaparambil Memorial college, Kottayam*


Venue :

Date & Time : *20/5/2020*

Requesting for :  Leave

Financial Aid of ₹ *500* .....

Date of Application: *15/1/2020*

  
Signature of the Faculty

#### Office Use Only

*Maala Athira Shalek* ..... is entitled to receive the payment of ₹ *500* ..... and  
Duty Leave for *1* days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :42**

Name of the Faculty	Maria Athira Shalet
Department	Commerce



*Legal*



### Financial Aid Application for Teaching staff

Name of the Faculty : *Maia Athira Shaleet*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : *Seminar on Protecting Your Digital Footprint*

Hosted by : *Computer Society of India, Coimbatore*

Venue :

Date & Time : *8/9/2019*

Requesting for :  Leave

Financial Aid of ₹ *2800*

Date of Application: *4/9/2020*


  
Signature of the Faculty

#### Office Use Only

*Maia Athira Shaleet* is entitled to receive the payment of ₹ *2800* and  
Duty Leave for *1* days.

  
Recommended by IQAC



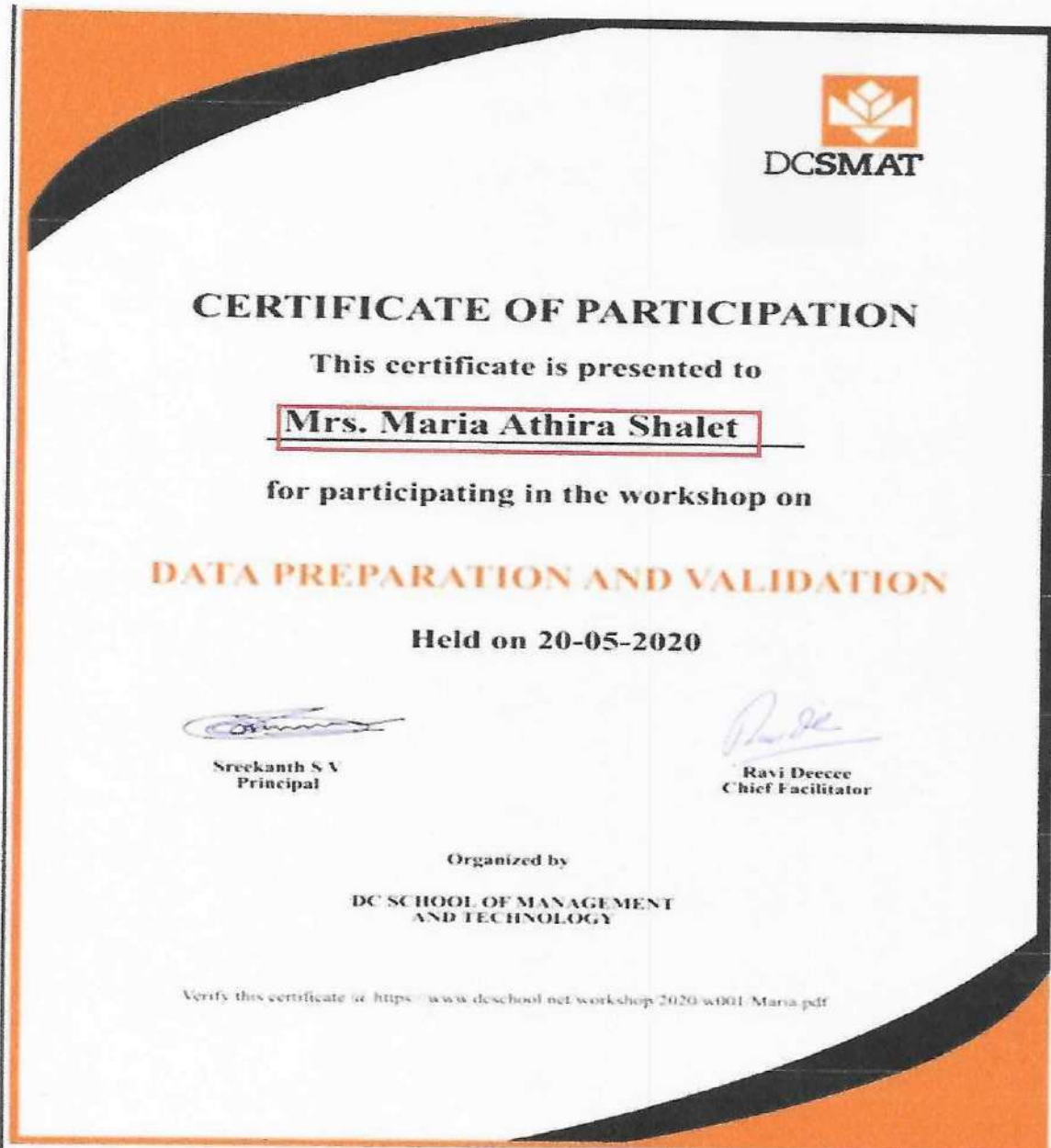
  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :44</b>	
Name of the Faculty	Maria Athira Shalet
Department	Commerce



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Neelha Athira Shaleet*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : *Data Preparation and Validation*

Hosted by : *DC School of Management and Technology, Wagamon*

Venue :

Date & Time : *20/5/2020*

Requesting for :  Leave

Financial Aid of ₹. *2800*

Date of Application: *15/5/2020*




Signature of the Faculty

#### Office Use Only

*Neelha Athira Shaleet* is entitled to receive the payment of ₹. *2800* and  
Duty Leave for *1* days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :44**

Name of the Faculty	Maria Athira Shalet
Department	Commerce



Legal

### Financial Aid Application for Teaching staff

Name of the Faculty : Marla Athira Shaleh

Department : Commerce

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : Business and Society : Post card thoughts

Hosted by : Rajagiri College of Social Science, (Autonomous) Kalamassery

Venue :

Date & Time : 17/1/2020

Requesting for :  Leave

Financial Aid of ₹ 500

Date of Application: 14/1/2020




Signature of the Faculty

#### Office Use Only

Marla Athira Shaleh is entitled to receive the payment of ₹ 500 and  
Duty Leave for 1 days.

  
Recommended by IQAC




  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.


<b>Evidence :45</b>	
Name of the Faculty	Maria Athira Shalet
Department	Commerce

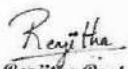


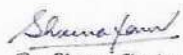
**INTERNAL QUALITY ASSURANCE CELL**  
**St Xavier's College for Women, Aluva**

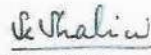
19CTO4-CE000156      **Certificate**

This is to certify that Maria Athira Shalet, Assistant Professor, Commerce, Rajagiri college of Management and Applied Sciences has participated in the International Webinar **Contactless Teaching and Learning Pedagogy** organised by IQAC, St Xavier's College for Women, Aluva on **19.05.2020.**

  
 Ms. Niru rose  
 Convenor

  
 Ms. Renjitha Reghunath  
 Convenor

  
 Dr. Sheena Xavier  
 IQAC Coordinator

  
 Rev. Sr. Dr. Geege Joannamma Xavier  
 Principal



Legat.

### Financial Aid Application for Teaching staff

Name of the Faculty : *Maria Athias Shaleet*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : *contactless teaching and learning pedagogy*

Hosted by : *St. Xavier's College for women, Aluva*

Venue :

Date & Time : *19/5/2020*

Requesting for :  Leave

Financial Aid of ₹ *500*

Date of Application: *15/5/2020*



Signature of the Faculty

#### Office Use Only

*Maria Athias Shaleet* is entitled to receive the payment of ₹ *500* and  
Duty Leave for *1* days.

Recommended by IQAC




Approved by Principal



Office Seal




Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :46</b>	
Name of the Faculty	Maria Athira Shalet
Department	Commerce

QJEGUO-CE000019




**NIRMALA COLLEGE MUVATTUPUZHA**  
ERNAKULAM DISTRICT, KERALA - 686 661 [www.nirmalacollege.ac.in](http://www.nirmalacollege.ac.in)  
(NAAC Accredited Institution, affiliated to Mahatma Gandhi University Kottayam)


### Certificate

*This is to certify that Dr./Mr./Ms. Maria Athira Shalet  
Assistant Professor, Rajagiri college of Management and Applied Sciences*


*has participated in the national webinar on 'Financial Planning to Navigate in Uncertain Times', organised by the Postgraduate and Research Department of Commerce on 19th May 2020.*



**Saji Joseph**  
(Principal)



**A. J. Emmanuel**  
(Head of the Department)



**Dr. Sony Kuriakose**  
(Co-ordinator)



*Legal*





**Evidence :47**

Name of the Faculty	Merleena Antony
Department	Commerce



*[Handwritten Signature]*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Merleena Antony*  
Department : *Commerce*

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify *Seminar on Preparation for Online teaching*


Hosted by : *Saint Basil College Thervara*

Venue :


Date & Time : *May 21, 2020*

Requesting for :  Leave  
 Financial Aid of ₹ *2000*

Date of Application: *18-05-2020*

  
 Signature of the Faculty

*Merleena Antony* Office Use Only  
 ..... is entitled to receive the payment of ₹ *2000* ..... and  
 Duty Leave for *1* days.

  
 Recommended by IQAC



  
 Approved by Principal

Office Seal

  
 Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

<b>Evidence :48</b>	
Name of the Faculty	Anila Varghese
Department	Management



*Handwritten signature in green ink*

### Financial Aid Application for Teaching staff

Name of the Faculty : Anila Varghese  
Department : Management

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : Seminar on "Blended Learning"


Hosted by : St. Albert's College, Ernakulam.

Venue :

Date & Time : 28<sup>th</sup> May 2020

Requesting for :  Leave  
 Financial Aid of ₹... 2500 .....

Date of Application: 26<sup>th</sup> May 2020

  
Signature of the Faculty

#### Office Use Only

..Anila Varghese..... is entitled to receive the payment of ₹... 2500 ..... and  
Duty Leave for ...1... days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :49**

Name of the Faculty	Diana Joseph
Department	Commerce



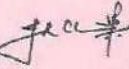
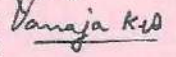
**Maharaja's College Ernakulam**  
Post Graduate and Research Department of Chemistry  
**Certificate**

This is to certify that

**DIANA JOSEPH**, Assistant Professor, Rajagiri College of Management and Applied Sciences, Kakkanad

..... has participated in two day webinar on 'The Role Of Technology In The Post COVID Scenario' organized by the Post Graduate and Research Department of Chemistry, Maharaja's College Ernakulam during 28 -29 May 2020.

Dr. Julie Chandra C.S.  
Dr. Vanaja K.A.  
Co-ordinators

Sri. K.P. Ashokan

Head of the Department

Dr. K. Jayakumar

Principal




### Financial Aid Application for Teaching staff

Name of the Faculty : Diana Joseph

Department : Commerce

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above *seminar on role of Technology in*

Others Please specify : *the post covid scenario*

Hosted by : Maharajas college, Ernakulam

Venue :

Date & Time : 28/05/2020 - 29/05/2020

Requesting for :  Leave

Financial Aid of ₹ *2000/-*

Date of Application: 25/05/2020

*[Signature]*  
Signature of the Faculty

#### Office Use Only

*Diana Joseph* ..... is entitled to receive the payment of ₹ *2000/-* and  
Duty Leave for *2* days.

*[Signature]*  
Recommended by IQAC



*[Signature]*  
Approved by Principal

Office Seal

*[Signature]*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :50**

Name of the Faculty	Jotty Jacob
Department	Animation



**CERTIFICATE OF PARTICIPATION**

This certificate is proudly presented to

**Mr. Jotty Jacob**, Assistant Professor of Rajagiri College of Management and Applied Sciences has successfully participated in the NSE India (National Stock Exchange of India Ltd) Sponsored online workshop on Investor Awareness - Significant Aspects of Active Investment organized by Brighture EduTech Solutions.

Date: 23/01/2020

*P. Karthika*  
Dr. Karthika P (NSE, Trainer)



*Legat*



### Financial Aid Application for Teaching staff

Name of the Faculty : *Jotty Jacob*  
Department : *Accounting*

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : *Investor Awareness - Significant Aspects*

Hosted by : *National Stock Exchange of India Ltd.*

Venue :

Date & Time : *23/01/2020*

Requesting for :  Leave  
 Financial Aid of ₹..... *2500*.....

Date of Application: *21/01/2020*

  
Signature of the Faculty

*Mr. Jotty Jacob* Office Use Only  
..... is entitled to receive the payment of ₹..... *2500*..... and  
Duty Leave for ..... days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :51**

Name of the Faculty	Veena Renjini S
Department	Commerce



**CERTIFICATE OF PARTICIPATION**

This certificate is proudly presented to

**Ms Veena Renjini S**, Assistant Professor of Rajagiri College of Management and Applied Sciences has successfully participated in the NSE India (National Stock Exchange of India Ltd) Sponsored online workshop on Investor Awareness - Significant Aspects of Active Investment organized by Brighture EduTech Solutions.

Date: 23/01/2020

*P. Karthika*  
Dr. Karthika P (NSE, Trainer)



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Venu Ranjini S*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify :

*Workshop on Investor Awareness -  
Significant Aspects of Active Investment*

Hosted by

: *National Stock Exchange of India Ltd*

Venue

:

Date & Time

: *23.01.2020*

Requesting for

:  Leave

Financial Aid of ₹ *2500*

Date of Application: *20.01.2020*

*[Signature]*  
Signature of the Faculty

#### Office Use Only

*Venu Ranjini* is entitled to receive the payment of ₹ *2500* and  
Duty Leave for *1* days.

Recommended by IQAC

Office Seal



Approved by Principal

Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :52**

Name of the Faculty	Ardra C Micheal
Department	Commerce



*Ardra C Micheal*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Ardra C Michael*

Department : *Commerce*

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : *Investor Awareness - Significant*

Hosted by : *National Aspects of Active Investment.*

Venue : *National Stock Exchange of India Ltd.*

Date & Time : *23/01/2020*

Requesting for :  Leave

Financial Aid of ₹ *2500*

Date of Application: *21/01/2020*

  
Signature of the Faculty

*Ms. Ardra C Michael* Office Use Only  
..... is entitled to receive the payment of ₹ *2500* and  
Duty Leave for *1* days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :53**

Name of the Faculty	Megha Mohan
Department	Management



*Legal*



### Financial Aid Application for Teaching staff

Name of the Faculty : *Megha Mohan*  
Department : *Management*

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify *Workshop on Investor Awareness - Significant Aspects of Active Investment of India Ltd*

Hosted by : *National Stock Exchange of India Ltd*  
Venue :  
Date & Time : *23/01/2020*

Requesting for :  Leave  
 Financial Aid of ₹ *2500/-*

Date of Application: *18/01/2020*

*Megha*  
Signature of the Faculty

*Megha Mohan* Office Use Only is entitled to receive the payment of ₹ *2500/-* and Duty Leave for *1* days.

*[Signature]*  
Recommended by IQAC



*[Signature]*  
Approved by Principal

Office Seal

*[Signature]*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :54**

Name of the Faculty	Dhanalakshmi P.D
Department	Commerce



Legit



### Financial Aid Application for Teaching staff

Name of the Faculty : Dharmalakeshmi P.O

Department : Commerce

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify : Workshop on "Quality Initiatives in Higher Education"

Hosted by

: Alakhia College of Arts and Sciences, Pezhakkappilly.

Venue

Date & Time

: 19<sup>th</sup> October 2019.

Requesting for

Leave


Financial Aid of ₹... 2580.....

Date of Application: 16<sup>th</sup> October 2019


  
Signature of the Faculty

#### Office Use Only

Dharmalakeshmi P.O. is entitled to receive the payment of ₹... 2580..... and  
Duty Leave for 1 days.

  
Recommended by IQAC



  
Approved by Principal

Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :55**

Name of the Faculty	Ms. M.S Kavya Krishnadas
Department	Computer Science



Kavya

### Financial Aid Application for Teaching staff

Name of the Faculty : *Kavya Krishnadas*  
Department : *Computer Science*

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify *Workshop on Quality Initiatives*

Hosted by : *Stabia College of Arts and Sciences, Puzhakkappilly, Kuttanadu, Alappuzha*  
 Venue :  
 Date & Time : *19.10.2019*  
 Requesting for :  Leave  
 Financial Aid of ₹. *2650*

Date of Application: *16.10.2019*

*Kavya*  
Signature of the Faculty

**Office Use Only**

*Kavya Krishnadas* is entitled to receive the payment of ₹. *2650* and  
 Duty Leave for *1* days.

*[Signature]*  
Recommended by IQAC



*[Signature]*  
Approved by Principal

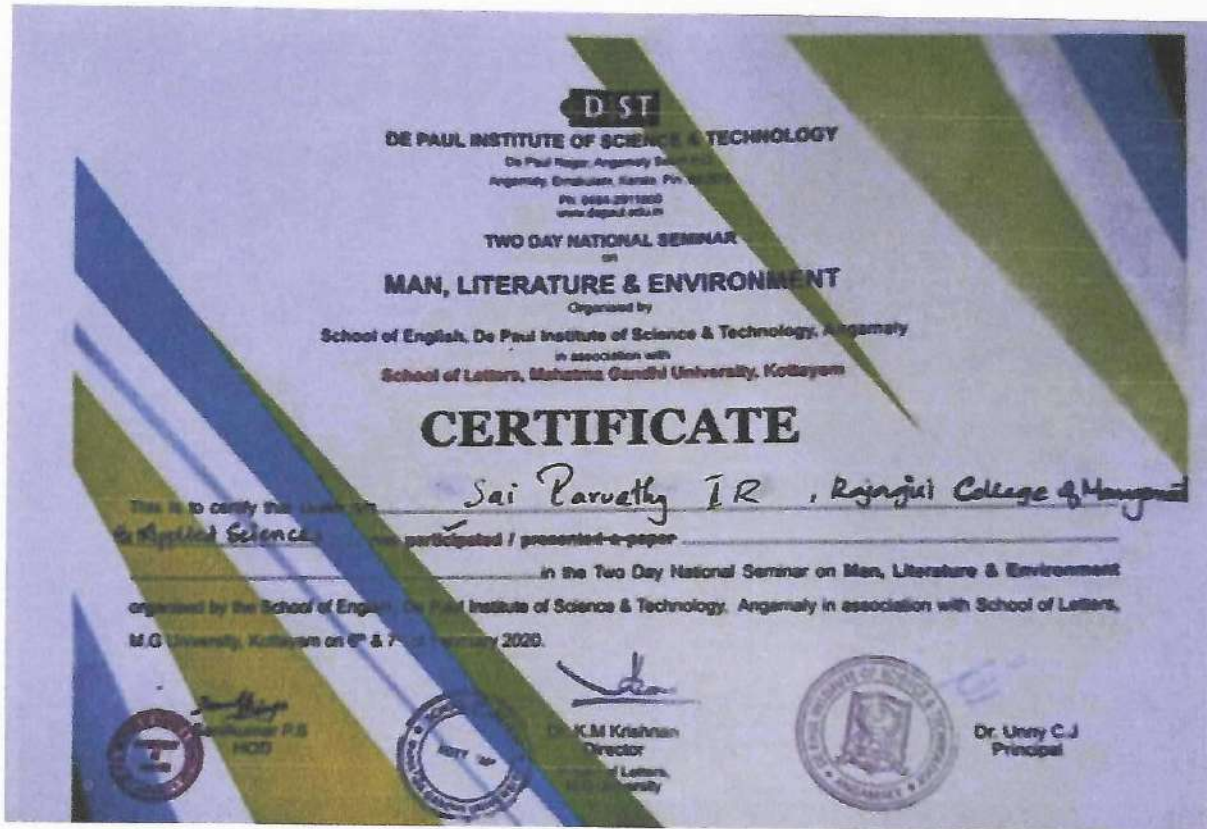
Office Seal

*[Signature]*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :56**

Name of the Faculty	Ms. Sai Parvathy I.R
Department	English



*Unny C.J*

### Financial Aid Application for Teaching staff

Name of the Faculty : *Sai Parvathy I.R*  
Department : *English*

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : *Seminar on Man, literature and Environment*

Hosted by : *De Paul Institute of Science and Technology, Angamaly.*  
 Venue :  
 Date & Time : *6 - 7<sup>th</sup> February 2020*  
 Requesting for :  Leave  
 Financial Aid of ₹..... *2750*

Date of Application: *4/02/2020*

*Sai*  
Signature of the Faculty

*Ms. Sai Parvathy I.R* Office Use Only  
 ..... is entitled to receive the payment of ₹..... *2750* ..... and  
 Duty Leave for ..... days.

*Sai*  
Recommended by IQAC



*Sai*  
Approved by Principal

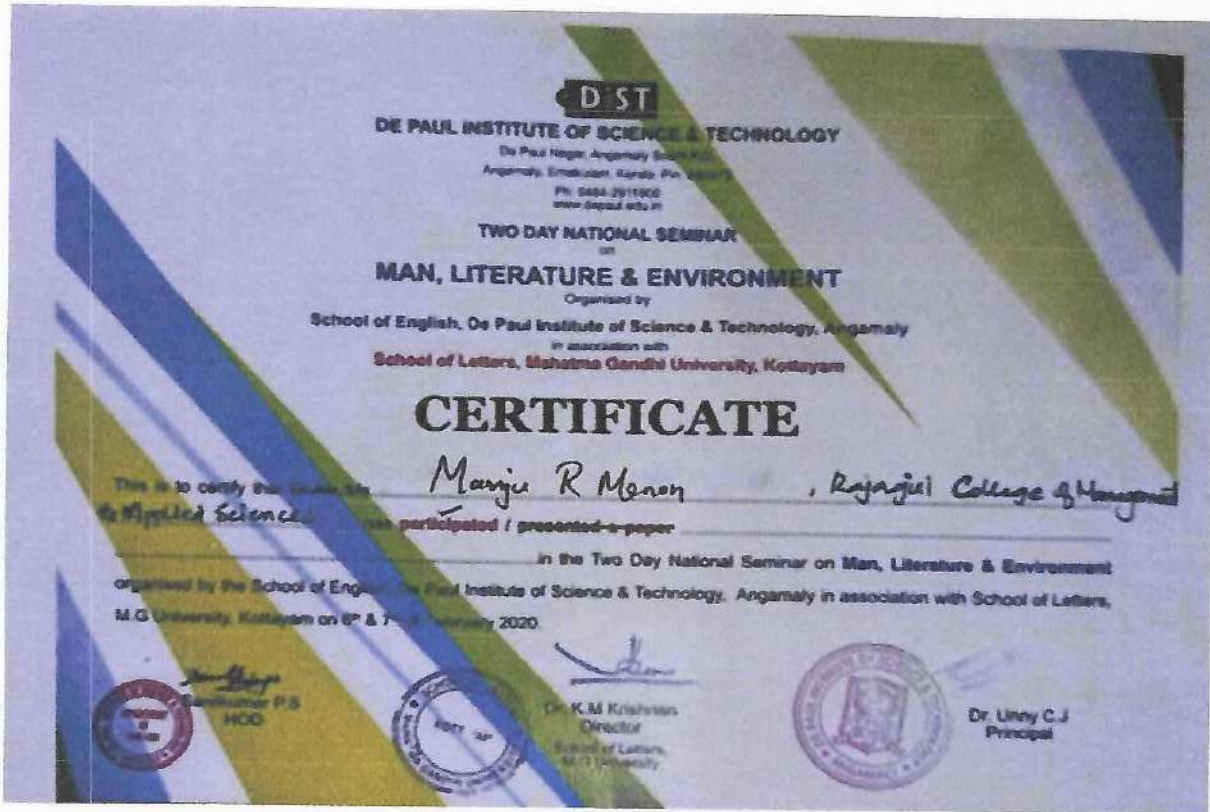
Office Seal

*Sai*  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :57**

Name of the Faculty	Ms. Manju R. Menon
Department	English



*Legal*

### Financial Aid Application for Teaching staff

Name of the Faculty : Manju R Menon

Department : English

Event  Workshop

Seminar/Conference

Professional Body Membership

Accommodation / Conveyance for the above

Others

Please specify Seminar, literature and environment

Hosted by : De Paul Institute of Science and Technology, Angamaly

Venue :

Date & Time : 6/2/2020 - 7/2/2020

Requesting for :  Leave

Financial Aid of ₹ 2850/-


Date of Application: 3/2/2020




Signature of the Faculty

#### Office Use Only

Manju R Menon is entitled to receive the payment of ₹ 2850/- and  
Duty Leave for 2 days.

  
Recommended by IQAC



  
Approved by Principal

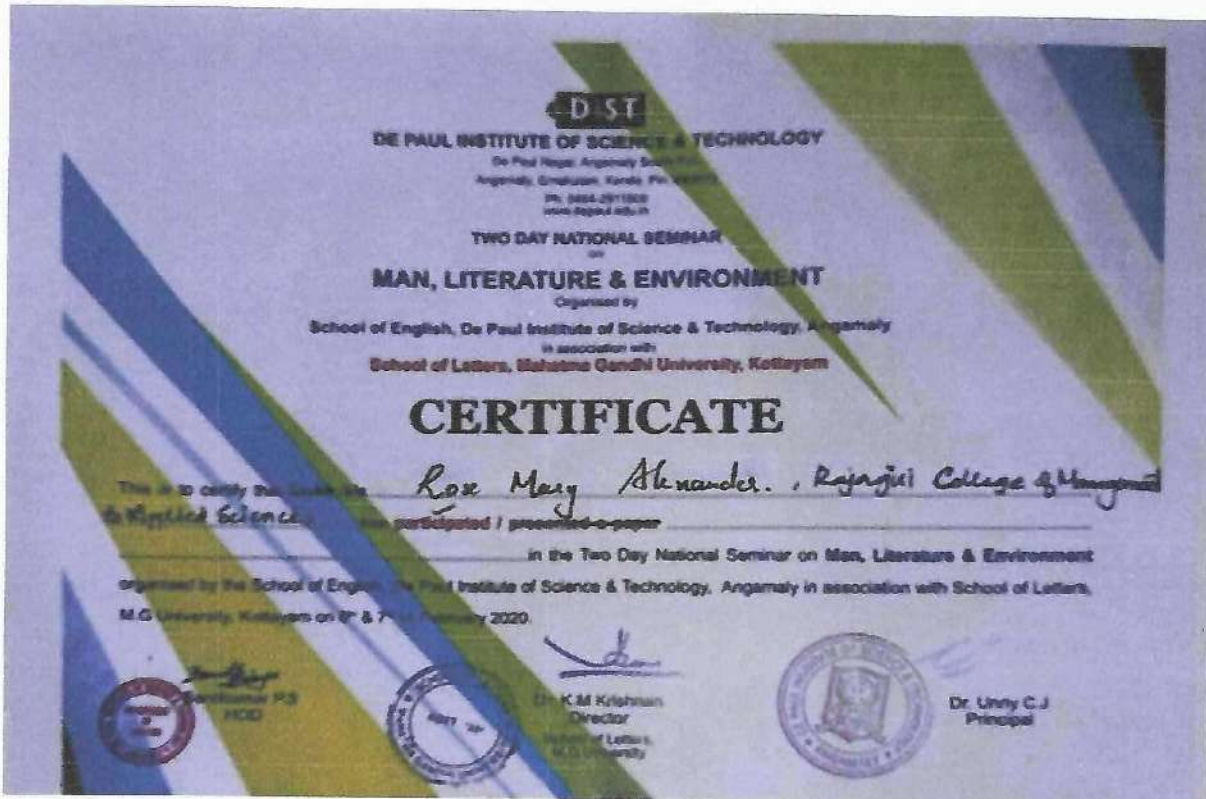
Office Seal

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.

**Evidence :58**

Name of the Faculty	Ms. Rose Mary Alexander
Department	English



*[Handwritten signature]*



### Financial Aid Application for Teaching staff

Name of the Faculty : Rose Mary Alexander  
Department : English

- Event  Workshop  
 Seminar/Conference  
 Professional Body Membership  
 Accommodation / Conveyance for the above  
 Others

Please specify : Seminar on Man, Literature and Environment

Hosted by : De Paul Institute of Science and Technology,  
Venue : Angamaly

Date & Time : 6.2.2020 to 7.2.2020

Requesting for :  Leave  
 Financial Aid of ₹. 2900...

Date of Application: 3.2.2020

  
Signature of the Faculty

#### Office Use Only

Rose Mary Alexander is entitled to receive the payment of ₹. 2900..... and  
Duty Leave for 2... days.

  
Recommended by IQAC



Office Seal

  
Approved by Principal  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley. P. O., Kakkanad - 682 039

  
Director

NB:- Proofs of registration and payment along with copy of the certificate to be attached.