



**OFFICE OF THE DIRECTOR
UGC-HUMAN RESOURCE DEVELOPMENT CENTRE
MANIPUR UNIVERSITY, CANCHIPUR
IMPHAL, MANIPUR - 795003**



NOTICE
24/10/2019

It is hereby informed that the UGC-HRDC, Manipur University is going to organise Orientation Programmes/ Refresher Courses/ Short Term courses.

Prescribed application form can be had from the office of UGC-HRDC, MU. Every participant shall pay a Registration fee (non-refundable) of Rs. 1000/- either in cash or Demand Draft in favour of Director UGC-HRDC, MU at the time of submission of form for the course.

Selection of participants for each programme will be done on the basis of first come first served and as per the rules governing the admission to the programme. The programme will be conducted only if the number of participants is not less than 30.

Selected participants who do not bring releasing order from their respective Institution on the first day of the programme will not be entertained. No candidate will be allowed to attend the programme, **if he/she does not attend the inaugural lecture**. The Orientation programme is of four weeks duration, with minimum of 24 working days (excluding Sunday and holidays) and 144 contact hours (six hours a day). The Refresher Course is of three weeks duration, with minimum of 18 working days (excluding Sunday and holidays) and 108 contact hours (six hours a day). There should be **a minimum gap of one year between two courses**, though it may be relaxed if adequate number of participants is not available. If a participant fails to complete the requisite hours in the programme, he/she may be permitted to make up the backlog hours at his/her own cost in another similar programme. **Full attendance** in all the sessions is a must for awarding Course completion certificate. Further, it is to inform that there is no provision of DA to the participants for attending any UGC approved programme organise by UGC-HRDC, Manipur University.

Director