Short Term Programme
for
Non-Teaching Staff of Higher Education Institutions
(Online Mode)

No Registration Fee

Date: 27th January - 2nd February, 2027
Time: 9:30 AM – 4:30 PM

Organized by

UGC-Malaviya Mission Teacher Training Centre
North-Eastern Hill University, Shillong

Objectives:

- To enhance professional and behavioural competencies.
- To strengthen technological proficiency.
- To develop an understanding of the transition in higher education ecosystem with implementation of NEP 2020.
- To build competencies in academic, administrative, governance and financial management.
- To promote effective project management.

Learning Outcomes:

At the successful completion of the programme, participants will be able to:

- Demonstrate improved professional and workplace competencies.
- Apply digital tools and technologies effectively.
- Understand and implement higher education policies and institutional procedures effectively.
- Operationalise academic, administrative and financial responsibilities competently.
- Handle institutional projects and documentation effectively.

Who can Apply:

- ❑ **Assistant Registrars**
- ❑ **Group-B & Group-C employees**

Required Documents

- ❑ **No Objection Certificate (NOC)**
- ❑ **Institution ID Card**
- ❑ **Passport-size Photo**

REGISTRATION

Click here to Register

https://mmttcnehu.com/stc-registration

Coordinator:

Dr. Rajendra Kumar Ram
Hindi Officer, NEHU, Shillong
Phone: **0364-2721331; 9435174858**
E-mail: **krajen112@gmail.com**

Registration is on first-come, first-served basis and will be closed as soon as the seats are filled up.

Photo

NO OBJECTION CERTIFICATE

Mob…… Email……..

This is to certify that Prof./Dr./Mr./Ms. ……..……..……...is working as (Regular/ Contractual/ Ad hoc/ Part-Time) ……. Subject……...……in the Department of ……...……, College/Institute ...……...…….……. University……...

He/ She is permitted to attend (Course) ……...……... to be conducted by MMTTC- ……...……. from…….……to…….....…… through Online/Residential/Hybrid Mode**.**

The timings for the programme are from……...AM/PM to ……AM/PM.

i) Our College/Institute/Organization is affiliated to …… ……...University, since……... and recognized under Section 2(f) & included under Section 12(B) of UGC Act 1956 vide letter No. ……..……...…… Dated……...received from University Grants Commission (UGC), New Delhi.

OR

Our College does not come in the purview of the Section 12(B) of the UGC Act, but have been affiliated to the ……...……... (University), for at least 3 years.

ii) The Certificate stating that the teacher concerned has not attended any Faculty Induction Programme/ Refresher Course during the last one year. If he/she has attended any Faculty Induction Programme and Refresher Course during the last one year, then mention the dates from …….... to …….……..and also mention the due date …….……of next promotion (only required for Refresh Course).

iii) The application of the above named teacher is forwarded with recommendation that when selected, he/she will be relieved in time to participate in the above course.

Place:
Date:

Signature
(Head of Institution/Principal/HoD)
(with Seal)

UNDERTAKING

(To be uploaded by participants who are still applying for the official No Objection Certificate)

I, _____, hereby undertake to submit the **No Objection Certificate** for attending the _____ at a later date as I am still awaiting the official NOC from my institution.

I understand that I will not be issued the certificate of participation unless I submit the NOC.

Signature of the Participant: _____ Date: _____