

MANAV RACHNA UNIVERSITY
Estd. vide Haryana Act no.26 Of 2014
(Formerly Manav Rachna College of Engineering)
Sector 43, Aravali Hills, Faridabad.

F.NO. MRU/OM-OO/Vol.IV/2021/1288


Dated: 28.09.2021

OFFICE MEMORANDUM

SUBJECT: NORMS & PROCEDURE FOR SELECTING A TEACHING ASSISTANT FROM ENROLLED STUDENTS OF M.TECH PROGRAM.

The Competent Authority is pleased to notify the norms and procedure for selecting a Teaching Assistant from enrolled students of M. Tech. program as under:

1. The selection of the student for teaching assistantship shall be made by inviting applications from all the students of M. Tech. Program admitted in a particular academic year.
2. The Candidates admitted in M. Tech. Program having more than 70% overall marks or 7.00 CGPA in the qualifying examination shall be eligible for teaching assistantship.
3. Applications shall be scrutinized by the office of Deputy Registrar (Academics) to assess the edibility and eligible student will be asked to appear before the Committee constituted for the purpose. The recommendation of the committee shall be submitted to the Vice Chancellor for approval.
4. The eligible students shall be recommended by the Committee comprising the following members.
 - (a) Dean Engineering : Chairperson
 - (b) All the HoD of Engineering Dept. or their nominees: Member
 - (c) DR (Academic), Secretary
5. The Committee shall consider the application of the students for assessing their suitability for grant of teaching assistantship, continuation of which in subsequent semester shall be based on the performance review report to be made by the above Committee.
6. Teaching assistantship shall be admissible for a period of 06 months. It will be extendable for another 06 month subject to satisfactory performance of the work assigned to the student concerned.
7. Selected Student shall be eligible for stipend of Rs.10,000 per month for a maximum period of 12 months during whole duration of 2 Year program.
8. The selected candidate shall be required to engage with Professors / associate professor of the University for Practical and tutorial classes with total assignments of 8-10 period/week
9. Teaching assistantship shall be payable from the first day of August or from the date of the commencement of the classes, whichever is later.
10. Selected student/(s) shall be informed about the grant of teaching assistantship by the DR (Academics) under intimation to all concerned.


Registrar

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Dated: 28.09.2021

Copy to;

1. PS to Chancellor, for kind information of Hon'ble Chancellor.
2. PS to VP, MREI, for kind information of Hon'ble Vice President
3. PS to VC, MRU for kind information of Hon'ble Vice Chancellor
4. All the Deans & HODs
5. Concerned Members of the Committee
6. Chief Finance & Accounts Officer
7. Dy. Registrar, (Admin)/(Academics) & Accounts (MRU)


Registrar