

## **Update on TETFUND and Call for Applications**

The TETFUND Desk office in the Vice Chancellor's office wishes to update members of the University Community on issues relating to TETFUND.

- **Academic Staff Training and Development (AST&D)**

Applications are hereby sought from members of the academic community interested in pursuing higher degrees in universities within Nigeria and foreign countries. Applications for higher degrees in foreign countries should conform to the new guidelines for universities outside Nigeria. This has been streamlined by TETFUND by releasing a list of **recommended universities across continents of the World**. Any University selected outside the recommended University by TETFUND will neither be approved nor sponsored by the Fund. This list is accessible in the TETFUND office for interested members of the University community. This takes effect from 2016/2017 academic session.

- **Conference Attendance (CA)**

With regards to Conference Attendance, the Fund has released additional guidelines to supplement existing ones. The new guidelines which must be complied with by all benefiting institutions effective July, 2016 include the following:

- i. Documents for Conference Attendance programme must indicate present status and salary scale of the prospective Conference Attendee;
- ii. Submissions must be made in soft copies in a Flash drive (not CD ROM) and in an Excel format in addition to the hard copy;
- iii. Submissions from Institutions for Conference Attendance should be made at most 3 times in a year. No piece meal submission will be considered by the Fund;
- iv. All letters of invitation to Conferences must come from registered and reputable Institutions that are recognized and certified, with the fees clearly stated there on;
- v. Institutions must submit their nominal roll along with the first submission for conference attendance in a given intervention year;
- vi. Principal Officers with Professional qualifications e.g. ICAN, ANUPA, NIPM e.t.c. can attend conferences;
- vii. Each qualified academic and non-academic staff of benefitting institutions can only benefit from sponsorship by the Fund to conference only once in every three (3) years; and
- viii. Submission by institutions for group Conference Attendance could be considered for approval if organized by recognized and reputable Federal Public Training Institutions such as the Public Service Institute of Nigeria (PSIN), Administrative Staff College of Nigeria (ASCON), Centre for Management Development (CMD) e.t.c.

(Detailed Guidelines on Conference Attendance can be assessed at the TETFUND Desk Office in the Vice Chancellor's Office)

Applications are hereby sought from members of the University for Conference Attendance for 2017. Please note that acceptance of abstract is a sine-qua-non for Conference Attendance applications. Kindly urgently come up with your applications please to enable us process same in good time.

- **Manuscript Development to Books and Publication of Journals**

The goal of the University is to utilize the limited funds available for Manuscript Development and Publication of Journals to boost the activities of Faculties and Departments. Towards this end, the Vice Chancellor is giving priority to Departmental and faculty based Journals. This will give more feasibility to our Institution. Provost and Deans are already in discussion with the Vice Chancellor in respect of this.

- **Institution Based Research Projects (IBR)**

The Institution Based Research is an initiative of TETFund to assist academic staff of public Universities to fulfill their vision for researches which are not too wide and which covers small area of jurisdiction. Between January and November, the Desk Office has forwarded two different set of applications for the IBR. In the first set, about Seventeen (17) applications were sent to TETFund headquarters and all were approved with the money released to beneficiaries ever since. The second set of applications were Twenty-two (22) in number and the entire applications were approved. The money for this second set of applications had since been released to beneficiaries. The University is working on strategies that will result in researches that can be implemented to add value to the society.

Applications are hereby sought from members of the University Community for Institution Based Research for 2017.

The Desk Office is hereby using this opportunity to implore previous beneficiaries of Conference Attendance (CA), Academic Staff Training & Development (AST&D), and Institution Based Research (IBR) to ensure adequate retirement of fund allocated to them by TETFund. This should be submitted to the Desk Office in duplicate with a file.