



अंग्रेजी एवं विदेशी भाषा विश्वविद्यालय
हैदराबाद - ५०० ००७
THE ENGLISH AND FOREIGN LANGUAGES UNIVERSITY
HYDERABAD – 500 007

No. EFLU/Acad./F.583/2025/272


28.01.2025

CIRCULAR

Sub: Organizing Academic Events Within the Sanctioned Budget- Reg.

This is to inform all the Heads of the Departments and Faculty Members that academic events such as Seminars, Conferences, Workshops, Distinguished Lecture Series, and other Miscellaneous Academic Activities, should be organized strictly within the limits of the sanctioned budget. Please note that the updated budget is enclosed herewith, and has also been uploaded on the university website for your reference.

Kindly ensure compliance with this guideline while planning and executing academic events.


Dean, Academics

To

1. All the Deans
2. All the Heads of the Departments
3. All the Faculty Members
4. The Controller of Examinations I/c
5. PRO
6. The PS to the Vice Chancellor
7. The PA to the Registrar I/c
8. File No. 583



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No. EFLU/Acad./F.583/2024/260

01.01.2025

ORDERS

Sub: Enhancement of Budget Allocation to conduct Conferences / Seminars / Workshops- Reg.

Ref: Minutes Approval dated 3.12.2024

Approval has been accorded for the enhancement of the budget allocation to conduct academic events such as Conferences, Seminars, Workshops, Distinguished Lecture Series, and other miscellaneous academic activities. The revised allocation for each event is as follows:

SI No.	Academic Event	Recommended / Revised Allocation
1.	International Conferences	Rs. 5 Lakhs
2.	National Conferences	Rs. 3 Lakhs
3.	Workshops	Rs. 2 Lakhs
4.	Distinguished Lecture Series	Rs. 2.5 Lakhs
5.	Miscellaneous academic events	Rs. 2.5 Lakhs

- Grant Allocation Guidelines:** The committee recommended that grants be sanctioned for **a maximum of two academic events per Department in a financial year** (out of which only one could be an International Conference). Any additional requirement requested by the same Department beyond two events could be sanctioned depending upon the availability of funds.
- Miscellaneous Events:** The term 'miscellaneous' includes Academic talks, Training Sessions, Round Tables, Academic Interviews, Film Screening and other Literary and Cultural activities.
- A Circular will be sent twice a year (in November and in April) to all the academic departments/cell/units inviting proposals for organizing conferences and seminars. The Circular will also be uploaded on the University website.

REGISTRAR I/c

To

All the members of faculty