MALAVIYA MISSION TEACHER TRAINING PROGRAMME

शिक्षा मंत्रालय
MINISTRY OF EDUCATION
सत्यमेव जयते

ज्ञान-विज्ञान विमुक्तये

NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL

An Institute of National Importance

MALAVIYA MISSION TEACHER TRAINING CENTRE

Established under the Scheme of MMTTP, University Grants Commission (UGC), Ministry of Education, Government of India

One-Week (Hybrid) National Short Term Training Program (STTP) on

Capacity Building for Administrative Staff in Higher Educational Institutions

22 - 29 September 2026

[First 4-Days (22-25 September) in Residential Mode and last 2-Days (28-29 September) in Online Mode]

Program Overview:

The Short Term Training Programme on Capacity Building for Administrative Staff in Higher Educational Institutions is designed to provide participants with a comprehensive understanding of contemporary governance frameworks, administrative reforms, and best practices in higher education institutions. The programme will facilitate informed discussions on policy implementation, regulatory compliance, financial management, human resource practices, digital governance. Through expert lectures, interactive sessions, and experience sharing, the programme aims to enhance the professional competence of participants and equip them with practical insights to strengthen institutional efficiency, transparency, and accountability.



Scan the QR code to Register

Last date for Registration: 30-08-2026

NO REGISTRATION FEE

Content of the STTP Program:

- Strengthening Institutional Governance and Administration in CFTIs
- Noting and Drafting and Office Procedure
- Transparent and Efficient Procurement & Store Management
- Maintenance of Reservation Registers/Rosters and Handling of Recruitment Matters
- Handling Disciplinary Proceedings effectively
- Establishment Matters
- Conduct of DPC Meetings: Issues and Challenges
- Audit Paras: Compliance and Corrective Measures
- Budgeting and Accounting Practices in CFTIs
- Effective Litigation Management
- New Labour Codes: Key Provisions and Compliance
- Act, Statutes and its interpretation

Resource Persons for this program:

Registry Cadre Officers of NIT Warangal and Officers from IITs, NITs and Central Government Organizations will be invited to deliver lectures in the program.

Course duration:

There will be 6-days (36 hours) (22-25 September, 2026 in Residential mode and 28-29 September, 2026 in online mode) of engagement including live sessions, panel discussions and assignments

Certification criteria:

The participants must maintain complete Attendance, need to submit Assignments in time. Candidates will be issued certificates on successful completion of the course.

Who can apply ?

Group B and Group C Administrative Staff of Educational Institutions are eligible to apply.

Selection Criteria:

Selection will be done based on first-come-first-serve basis to a maximum number of 50 participants. The list of selected participants will be intimated through e-mail. There is **No Registration Fee** to attend this program.

About MMTTC of NIT Warangal:

The Malaviya Mission Teacher Training Centre (MMTTC) was established at NIT Warangal in the year 2016 under the scheme *"Malaviya Mission on Teacher Training Program (MMTTP)"* sponsored by the University Grants Commission (UGC), Ministry of Education, Government of India. Since its inception, the Centre has successfully organized various programmes such as *NEP Orientation programs, Short-term programs, Refresher Courses, FDP programmes* and one-month duration *Faculty Induction Programme (FIP)* for Higher Education Faculty in various theme areas of Science and Technology, Humanities and Social Sciences from which more than 10,000 participants have benefitted. Other activities of the MMTTC include offering online courses on curriculum design, carrying out research in educational technology and pedagogy and integrating ICT into the Teaching-Learning process. The MMTTC NIT Warangal has been conducting various programs, online and offline following MMTTP Guidelines and UGC Regulations.

How to Apply? :

Interested participants are required to register by using the online form, link provided below, on or before Last Date. There is **NO REGISTRATION FEE.** It is mandatory to submit the **Nomination Form** from your organization to consider your application.

Registration link: https://mmc.ugc.ac.in/registration/Index

or through Google Form: https://forms.gle/LZmFFJTeykvPyCDY8

Important Dates:

Last Date of Application: 30th August, 2026

Intimation of acceptance of nomination: 4th September, 2026

Program Coordinators

Shri Adesh Srivastava
Assistant Registrar (SRIC)
NIT Warangal
Ph.: 9996447803
Email: adeshs@nitw.ac.in

Shri Peela Krishna Chaitanya
Assistant Registrar (Establishment)
NIT Warangal
Ph.: 9985367020
Email: aradmn@nitw.ac.in

Shri Gajanan Vyankat Devkate
Assistant Registrar (Recruitment Section)
NIT Warangal
Ph.: 9182178419
Email: gdevkate@nitw.ac.in

Prof. M. Sailaja Kumari
Coordinator, UGC-MMTTC &
Head, Centre for Training and Learning
& Professor of Electrical Engineering
NIT Warangal
Email: ctl_hod@nitw.ac.in

MALAVIYA MISSION TEACHER TRAINING CENTRE

NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL

For Queries, Contact: Office: 0870-2462686
Email: ctl_hod@nitw.ac.in Website: www.nitw.ac.in