



தமிழ்நாடு ஆசிரியர் கல்வியியல் பல்கலைக்கழகம்

TAMILNADU TEACHERS EDUCATION UNIVERSITY

(Established under Tamil Nadu Act 33 of 2008)

Gangaiamman Koil Street, Karapakkam, Chennai – 600 097.

(Adjacent to Govt. High School, Karapakkam Bus Stop: Karapakkam)

Website: www.tnteu.ac.in

No.TNTEU/R/QA-Circular/2022/01326

Date: 07.06.2022

Dr.M.Soundararajan, Ph.D.

REGISTRAR i/c

To

All the Chairman/Secretaries of the Colleges of Education Affiliated to the University

Sir/Madam,

**Sub:** TNTEU- Affiliated Colleges of Education – Staff qualification approval – Management Undertaking – New Format- Intimation - Reg.

**Ref:** Decision by Staff qualification approval committee, dated on 02.06.2022.

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As per the reference cited above, the New format of Management Undertaking for staff qualification approval is enclosed herewith for your reference.

Hence, All the Management of the Colleges is requested to enclose the new format of Management Undertaking (Form 'A' – Print in Rs.20/- registration stamp paper) along with the proposal of staff qualification approval.

  
Registrar i/c

Encl: Format of Undertaking Form A

**UNDERTAKING BY THE  
AFFILIATED COLLEGE OF EDUCATION**

The Correspondent / Secretary of.....  
..... (Name of the College) hereby  
undertakes to comply with the following conditions with regard to the appointment of  
Principal / Professors /Associate Professors / Assistant Professors at our College of  
Education.

1. All appointments are on full-time and regular basis except those specified as part-time as per the NCTE norms. The academic staff of the institution (including part-time staff) is/shall be paid salary in such scale of pay as prescribed by the UGC/Central Govt./State Govt. from time to time through account payee cheque or as per advice into the bank account of employee specially opened for the propose. The supporting staff shall be paid as per the UGC/State Government/Central Government pay scale structure.

2. The Management of the institution/Govt. Institution shall discharge the statutory duties relating to pension, gratuity, provident fund, etc. as per law for its employees. The institution shall follow all the norms of the NCTE as amended from time to time.

3. The salary for summer vacation shall also be paid to the Principal / Faculty members of the Colleges through ECS mode.

4. The Management of the College affirms that the Principal / Faculty members appointed in our College are not working simultaneously in any other institutions /Colleges.

5. The individual faculty member shall work for a minimum period of TWO years in the college and shall not leave in the middle of the academic year without getting prior permission from the University Authorities.

6. The documents relating to remittance of salaries of the Principal / Faculty members will be submitted to the University, whenever required for verification.

7. The Management of the College shall submit all the original certificates of the Principal / Faculty members appointed by the college, whenever the University asks for verification of the genuineness of the certificates.

8. The Management of the College shall abide by any sort of legal / disciplinary action that would be initiated by the University Authorities, if it is found that the Principal / Faculty members are working in any other Colleges / Institutions simultaneously hiding their present appointment at our College.

9. The Faculty members shall tender three months' notice to the University through the Secretary / Correspondent of our College and obtain a prior permission to get relieved from the service from this College.

The Management shall abide by all the conditions laid down in the above for the appointment of Faculty members in our College.

In whole, the Management of the College of Education is responsible related with faculty appointments, salary and other benefits of faculty members working in the College and We know that, the University is not responsible to all the above procedures.

**Signature of the Secretary / Correspondent**

Date:

Place:

College Seal