

Criteria / Guidelines for funding considerations for Individual Training programs
Education Training and Research Unit – Ministry of Health

Director General's approval has been obtained for the below mentioned-criteria in order to regulate the decision-making process with regard to the funding for individual training

01. MSc / PHD Courses

- If it is a service minute requirement for an individual to get this qualification in order to get his next grade of promotion, full funding can be provided for the relevant course.
- A copy of the service minute needs to be provided with the application.
- If the training is not relevant to the service minute, institution head's recommendation is mandatory and a funding ceiling of Rs. 200,000.00 will be applied.
- Only one course will be funded for one person
- No overseas Training is funded
- No Overseas travelling is funded
- After getting funds for one course, the certificate of completion needs to be submitted to ETR unit before applying funds for another course.

02. Diploma / Higher Diploma courses

- If the course is relevant to the current job, funding can be provided up to Rs. 150,000.00
- A justification needs to be obtained from the head of the institution
- The applicant needs to have at least 05 years till the retirement after the training
- **If not** needs to have at least two-years service period in the current service station
- Or the training needs to be relevant for any future station where the applicant will be transferred to
- If on transfer order, activities of the future station have to be relevant for the training which the funding was applied for
- One applicant can apply funding only for one training at a given time. If need to apply for another training' applicant needs to provide the evidence of completion of the first training before applying funding for the next training.
- Funding will not be provided for any travelling purposes (study visits/study tours)
- Number of applications entertained for a particular type of training needs to be decided by the ETR Unit according to the amount of available funds
- Number of applications entertained from a single institution for a particular type of training needs to be decided by the ETR unit according to the available funds

03. Short Courses

If the course is relevant for the applicant's current job, funding can be provided (maximum up to Rs. 100,000.00)

(Head of the institution needs to give a justification or the details of relevancy)

- The applicant needs to have at least 02 years till the retirement after the training
- Or needs to have at least one-year service period in the current service station
- Or the training needs to be relevant for any future station where the applicant will be transferred to

These details need to be submitted along with the application.

Those who participate in the local trainings without obtaining study leave with government funding will have to sign a bond (prepared according to state administration circular no 05/98)

Note: Above criteria are subjected to change at any time according to the prevailing situation with out prior notice.