

## **Scientific Department**

Scientific Department is a structural unit of Guram Tavartkiladze Teaching University. It follows the principles set in GTTU strategic plan and aims at organizing and developing scientific work at the university, setting up the links with HEI and scientific centers based in Georgia, as well as abroad.

### **Tasks and responsibilities:**

- a) Coordinate university scientific research work within its competences;
- b) Register and monitor completed and current projects (including grant projects);
- c) Coordinate relations with scientific funds and donor organizations;
- d) Support joint scientific and research work with national and international HEI, other scientific centers;
- e) Prepare recommendations for university administration bodies on the budget and finances needed for developing scientific work of the university;
- f) Prepare annual report on scientific research work of the university based on the results of self assessment questionnaire of the academic staff.

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