



**REQUEST FOR FINANCIAL SUPPORT FOR ATTENDING CONFERENCE/SEMINAR/WORKSHOP /OTHER SIMILAR PROGRAMME**

Name	
Roll No	
Department	
Title of Thesis/Research Area	
Name and Designation of Supervisor/Co-Supervisor	
Purpose of visit	

**DETAILS OF THE PROGRAMME FOR WHICH FINANCIAL SUPPORT IS REQUESTED**

Name of the Programme	
Name of the Organising Institute/Society	
Venue (include Place & Name of the country)	
Programme Duration	

*\*Supporting documents to be attached.*

**DETAILS OF ESTIMATED EXPENDITURE FOR ATTENDING THE PROGRAMME**

Registration fee	
Travelling Expenses	
Any other Expenditure	
Source of Funding (Please Tick/Specify)	(Institute / TEQIP / Project / Any other source, _____)

*\*Supporting documents to be attached.*

**DETAILS OF CONFERENCE/ SEMINAR/ WORKSHOP/ OTHER SIMILAR PROGRAMME ALREADY ATTENDED**

Sl. No	Name of Conference/ Workshop / Training Programme	Funded Source (Institute/Project/TEQIP)	Amount Received (in Rs.)	Whether certificates submitted to the Academic Section (Yes/No)

*(Additional sheet in the same format may be attached if the numbers of programmes attended are more).*

**Undertaking by the Student:**

<p>I, _____ hereby declared that till date a sum of Rs. _____ (in figure) only, has been availed by me as Financial Assistance from the Institute fund to attend _____ nos. of Conference/ Workshop/ Training Programme and other similar programmes. I further declare that if the information provided by me is found to be incorrect, the Institute may take action as deemed appropriate.</p>
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Phn no:

email id:

Signature of Student

Date:



Remarks by Supervisor/HoD:

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Recommendations of Guide/Supervisor

Recommendations of HoD

Forwarded to Dean (R&C)/ TEQIP Co-ordinator (If funded from Project /Consultancy/TEQIP head.):

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Dean (R&C)/ TEQIP Co-ordinator

**FOR OFFICE USE**

Any Other Remarks:

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JA(AA)

\_\_\_\_\_  
AR(AA)

Recommended/ Not Recommended

Approved/Not Approved

Dean (AA)

Director