APPLICATION FORM FOR ATTENDING
CONFERENCE/WORKSHOPS/REFRESHER COURSE/TRAINING PROGRAMME ETC. WITH IN INDIA

Faculty ___________________________ Department ___________________________

1. Name: ........................................................................................................

2. Designation: .............................................................................................

3. Nature of appointment
   Adhoc/Temporary/Substantive: ......................................................................

4. Date of present appointment: ........................................................................

5. Conference/Seminar/Refresher Course
to be attended with date and place: ..................................................................

6. Title of the paper to be presented
   A copy of the paper with its Invitation & acceptance letter be attached: .....  

7. Do the organizers provide any T.A/D.A/Reg./Hospitality/Board/Lodging facility: 
   ......................................................................................................................

8. (a) Conference/Workshops/Seminars attended last year with date and place: 
   ......................................................................................................................
   (b) Did you get full/partial support from this University for item (a) above, if so give details. 
   ......................................................................................................................

9. State the relevance of your proposal to your Teaching/research, give brief justification: 
   ......................................................................................................................
   ......................................................................................................................
10. What kind of financial support you need for attending the Conference/Seminar/Workshop:

1) T.A.  
2) D.A.  
3) Registration fee, if any,  
4) Other, if any,  

11. Remarks of the Head of the Department with specific recommendation, whether this conference/seminar/workshop is in relevance to the subject of the teacher and his research activities.

   Head of the Department


   Dean of the Faculty

13. Declaration by Teaching Wing

14. Remarks/Recommendations of the Dean Research

   Dean Research

15. Orders of the Vice-Chancellor