

(To be submitted to the Office of the TEQIP-II)

APPLICATION FOR PARTICIPATION IN.....(Conference/Seminar/ Symposium/Workshop/ STTP/
Training etc. (Please mention)) UNDER TEQIP-II

Within India		Abroad		Academic Year	
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1.	Name of Applicant		
2.	Designation and Department/Scholar No/Course(for students)		
3.	Name/ Title of the Program (Please attach a copy of the brochure)		
4.	Organized by and venue		
5.	Duration/Dates		
6.	Title of paper for presentation. (Attach self attested hard Copy of Paper if any)		
7.	Has the paper been accepted for oral presentation? (Please attach acceptance letter with reviewers comments)		
8.	Full Address to whom the sponsorship and participation fee are to be sent.		
9.	Participation/Registration Fee.		Rs.
10.	Estimated TA/DA (approx.) as admissible		Rs.
11.	Total No. programs already attended (outstation) under TEQIP-II. Specify the date and period of leave (including Sunday and other holidays or as vacation period.		
12.	Total No. programs attended as <i>nominated</i> by the Institute under TEQIP-II. Specify the date and period.		
13.	No. of days and duration for leave required for the current program (including Sunday and other holidays)		
14.	Mobile No-		Signature of Applicant With Date
	Email ID:		
Above information are verified and recommended/ not recommended (for student)			
			Signature of Supervisor with date
Recommendation of the Department Scrutiny Member		Comments:	
Name:		Signature:	
Recommended/Not Recommended (HOD)		Comments:	
		Signature:	
Expenditure (Head/ Sub Head of TEQIP-II) (TEQIP-II Office)			
Recommendation of Evaluation Committee			
Approval of the Director (for National) Recommendation of the Director (for International)			

N.B. As per decision of Senate Sub-Committee (Vide No. Dean (Acad)/154/55 dtd.22.02.2012) a faculty member can take outstation leave maximum of a period of 7 days during an Academic period of a semester (including Sunday & holidays) for attending National/International Confs./Seminars/Workshops/present his/her research paper etc. or to plan their participation during vacation period only.