

**REPORT AFTER ATTENDING CONFERENCE/ SEMINAR/ SYMPOSIUM /WORKSHOP/
TRAINING ETC. UNDER TEQIP-II**

(To be submitted to the Office of the TEQIP-II with a copy to A/c Section along with the Bill for reimbursement)

Within India		Abroad	
--------------	--	--------	--

1.	Name, Designation and Department of the Reporting person (Reg.No. for Students)	
2.	Office Order No. (Please enclose a copy)	
3.	Name & venue of the programme	
4.	Title of paper presented (if any)	
5.	Duration of the conference	
6.	Leave period	
7.	Gain/Achievement from the programme Attended (in brief)	
8.	Anticipated action plan in this regards	
9.	Participation/Registration Fee (Rs.)	
10.	Actual total expenditure incurred (Rs.) as per your final claim including Sl. 9	
11.	Have you presented the same paper (if applicable) in the department after attending the Programme	
12.	Enclose a copy of the participation certificate	
Signature of Applicant with date		
Forwarded by the HOD		
Date of receive in TEQIP-II Office Signature of the receiving official		