



भारतीय प्रौद्योगिकी संस्थान कानपुर  
Indian Institute of Technology Kanpur

Kanpur - 208 016, Uttar Pradesh, India

शैक्षिक विभाग  
Academic Section

No. A(P)/2018/0272  
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Office Order

**Subject: Financial Support for Participation in International Conferences**

All full time PhD students, who have successfully completed their State of the Art Seminar, can seek partial financial support from the Institute for presenting a paper (Oral or Poster) in reputed international conferences outside India. The Institute will support 80% of the claim or Rs. 1 lakh, whichever is less. **The guidelines for partial financial support are contained in Annexure-1.**

The current scheme of *Student Research Awards* for International Conferences for PhD students is being withdrawn with immediate effect. However, the Institute support for national conferences made available through the DOAA office will continue as earlier.

*Achla M. Raina*  
14/08/2018

Achla M. Raina  
Dean, Academic Affairs

Enclosure:

- 1) Annexure-1 (Guidelines for financial support)

Copy to:

- 1) Directorate
- 2) Deputy Director
- 3) All Deans
- 4) Heads of the Departments/IDPs
- 5) Joint Registrar, F/A
- 6) Webmaster, IIT Kanpur

## Guidelines for Financial Support for Participation in International Conferences Abroad

1. All full-time PhD students, who have successfully completed their State of the Art Seminar, are eligible for partial financial support from the Institute for presenting a paper (oral or poster) in reputed international conferences abroad. Students merely attending an international conference are not eligible to apply for the financial support. The support cannot be used for attending summer or winter schools, short courses, competitions, or other events.
2. The student seeking financial support should be the first author of the paper accepted for the presentation, and the work should have been carried out at IIT Kanpur.
3. The application for financial support is to be submitted to the DOAA office. The application form should come with specific recommendations of the Thesis Supervisor and the Head of the Department. The student must apply well in advance on the prescribed form downloadable from the DOAA website. No post facto approval will be given.
4. The financial support, once approved by the DOAA, can be claimed as reimbursement upon submission of all the relevant documents along with a copy of the certificate of participation in the conference and a report at the DOAA office. The claim will be reimbursed through the Institute Accounts Section.
5. A student can avail the financial support for attending one conference during his/her Ph.D. programme, and the Institute support through DOAA for the same can be up to 80% of the claim or Rs.1 lakh, whichever is less.
6. To be eligible to receive the financial support from the Institute, the student should secure 20% additional funding from the Department and the Thesis Supervisor. Thus, only 80% of the claim (with a maximum ceiling of Rs.1 lakh) will be approved for reimbursement by the DOAA office. The claim for the remaining 20% needs to be submitted separately to the relevant body depending on the source of funding.
7. Eligible students who have secured a grant from external agencies and are claiming only minor support from the Institute (<30%) may apply for the financial support for a second time for presenting a paper in a second conference. The total support for such a student will not exceed Rs.1 lakh. The student, however, must get the 20% support each time from the Department and the Thesis Supervisor.
8. The students must declare all sources of support received by them while making a claim.
9. Only one author can be supported for presenting a paper. If the Thesis Supervisor is being supported by the Institute for presenting the same paper in the same conference, the student will not be supported.
10. Former students of the Institute are not eligible for this financial support even if the paper to be presented is based on work done while they were students at IIT Kanpur.
11. With the announcement of this partial financial support, the current scheme of Student Research Award to PhD students stands withdrawn. However, the travel support for national conferences offered by the DOAA office will continue as earlier.