

**APPLICATION FORM FOR GRANT OF FINANCIAL SUPPORT AND ADVANCE FOR PARTICIPATION
IN CONFERENCES IN INDIA**

1. NAME OF THE STUDENT _____ 2. ROLL No. _____
3. PROGRAMME _____ 4. DEPARTMENT _____
5. NO. OF SEMESTERS COMPLETED ____ 6. CPI ____ (Attach a copy of the last semester's grade sheet)
7. Details of support for previous travel with dates and name of the conference:

8. Details about the conference for which the Institute support to be requested.

(a) Title of the paper to be presented (Attach a copy of letter of acceptance) _____

(b) Name of the conference _____

(c) Dates of Conference from _____ to _____

(d) Venue _____

(e) Name of Organizing agency (give full details) _____

9. Details of the Financial Support requested:

a. Return Air Fare (Economy Class) _____

b. Registration Fee _____

c. Others _____

(e.g., lodging, local transport, Visa Fee (as per actuals, on submission of original bills of expense)

10. Total amount of support requested: _____

(Signature of the Student)

Specific recommendation of Thesis Supervisor/Project Mentor

(Signature and Name of the Thesis Supervisor/Project Mentor)

Recommended for attending the conference

(Convener, DP(U)GC)

(Head of the Department)

The Claim has been checked. An amount of Rs. _____ (in words) _____

_____ may kindly be sanctioned.

Official In-Charge
PG Section

Assistant Registrar
(Academics)

Joint Registrar
(Academics)

Approved
Dean, Academic Affairs

Forwarded to Dy. Registrar (F&A) for Payment Dy. Registrar (Academics)

Note: Air ticket for travel should be booked only from the following agencies a) Balmer Laurie (b) IRCTC, and (c) Ashoka Travels as mandated in the following office order:

https://web.iitk.ac.in/july14iitkn/data/directorateoff_orders/Office-Order-No-14-24-02-22.pdf

UNDERTAKING

I undertake that,

1. I.....(Name).....

Roll No.....Programme.....Department.....

have submitted the paper/poster entitled.....

.....

.....

for presentation in (Name of the Conference/seminar).....

.....

held during Datesheld at.....

.....

2. I am an author/ one of the authors of the abovementioned paper/work, and the work has been carried out at IIT Kanpur.

3. I have not received /applied for any financial support to present the above said paper/work or any of its equivalent versions at IIT Kanpur.

4. None of the authors other than me has taken or will take the financial support for this paper or any of its equivalent versions from IIT Kanpur.

5. I am aware of the ticket booking rules as mentioned in the office order: DIR/IITK/2022/OO-14 dated February 24, 2022. Tickets should be purchased only through the following travel agencies: a) Balmer Laurie (b) IRCTC, and (c) Ashoka Travels.

Signature of the Student.....

Date:

Place: