



Centre for Continuing Education Indian Institute of Technology Kanpur

FORM FOR CLAIMING REIMBURSEMENT OF CONTINGENT EXPENDITURE OUT OF THE QIP FUNDS

1. Name: _____ Roll No. _____
2. Dept.: _____ Prog. M.Tech. / Ph.D.
3. Amount already claimed earlier: Rs. _____
4. Balance Available: Rs. _____
5. Amount for which reimbursement is now claimed: Rs. _____

The details of the expenditure are given on the attached sheet and original vouchers duly verified by me and the guide are enclosed.

Dated: _____

Signature of the QIP Scholar

Certified that the above reimbursement is being claimed for items which have been purchased on the advise of the guide and approval of the Head of the Department.

Signature of the Guide

Signature of the Head
Department / Programme

Recommended For Approval

Head, CCE

No.CCE/Student File/

Dated: _____

Forwarded to DORD Office, IIT Kanpur please necessary action for payment from our Project No.AICTE/QIP-/20130248-QIP-Grant.

Approved

Dealing Assistant, CCE/QIP

DORD

5. Conference / Workshop / Outside Journey performed in connection with thesis work.

| <i>Sl. No.</i> | <i>Voucher No.</i> | <i>Date of Journey</i> | <i>Title of Workshop / Conference / Seminar Attended</i> | <i><u>Amount</u></i> | |
|----------------|--------------------|------------------------|--|----------------------|--------------|
| | | | | <i>Rs.</i> | <i>Paisa</i> |
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Encl: _____ vouchers in original duly verified by me and the Guide

Signature of the QIP Scholar