

**Application Form for Grant of Partial Financial Support to PhD Students for
Participation in International Conferences Abroad**

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. Date of Passing the Comprehensive Examination _____ 8. Date of SOTA Seminar _____

9. Previous Travel Support for Conferences (International/National) attaching relevant documents: _____

10. Details of the Conference for which the Institute support is requested:

a. Title of the paper to be presented (Attach a copy of the Letter of Acceptance):

b. Authorship Details _____

c. Name of the Conference _____

d. Conference Schedule: From _____ To _____

e. Venue: _____

f. Name of the organizing Institute (give full details) _____

11. Details of the Financial Support requested:

a. Return Air Fare (Economy Class) _____

b. Registration Fee _____

c. Others (e.g., Lodging, Visa Fee etc.) _____

12. Details of Financial Support secured from other sources _____

13. Total amount of Financial Support requested _____

14. Whether advance required (max. 50% of total sanctioned amount), Yes or No _____

(Signature of the Student)

Recommendation of Thesis Supervisor:

(Name and Signature of Thesis Supervisor)

Convener, DPGC

Head of the Department

Details of the request for Partial Financial Support have been checked. A grant of Rs. _____ (in words: _____ only) may be approved.

Prepared & Checked by

Recommended by

Approved

**Official In-Charge
PG Section**

**Joint Registrar
Office of the Dean, Academic Affairs**

DOAA

To: - AR (F&A)

Copy of this approval is being sent to the Finance and Accounts Section for making the payment of 50% of the sanctioned amount as an advance.

(Asst. Registrar, AA)



**Indian Institute of Technology Kanpur
Office of the Dean, Academic Affairs**

FS/IC/2018/
Date: _____

To:
The Assistant Registrar
Finance & Accounts,
IIT Kanpur

Reimbursement claim for remaining 50% of the total sanctioned amount towards participation in an International Conference Abroad submitted by Ms./Mr. _____ (Roll No. _____) is hereby verified and forwarded for further action.

Official In-Charge
PG Section
Date:

Assistant Registrar
(Office of the Dean, Academic affairs)

List of Enclosures:

1. _____ 2. _____

3. _____ 4. _____

5. _____ 6. _____



Indian Institute of Technology Kanpur
Office of the Dean, Academic Affairs

FS/IC/2018/
Date: _____

To:
The Assistant Registrar
Finance & Accounts IIT Kanpur

Reimbursement claim towards participation in an International Conference Abroad submitted by
Ms./Mr. _____ (Roll No. _____)
is hereby verified and forwarded for further action.

Official In-Charge
PG Section
Date:

Assistant Registrar
(Office of the Dean, Academic affairs)

List of Enclosures:

1. _____ 2. _____
3. _____ 4. _____
5. _____ 6. _____