INDIAN INSTITUTE OF TECHNOLOGY KANPUR

ACADEMIC SECTION

Date: - 11-01-2013

Office Order

The financial support to the students for participation in the international conferences outside India provided by the office of DRPG has been revised as under w.e.f. 01-04-2013 (that is, for the conferences which will start on or after 1st April, 2013):

1. Rupees Seventy thousand (Rs. 70,000/-), if the conference is in North or South American continents.

2. Rupees Sixty thousand (Rs. 60,000/-), if the conference is in Europe (including countries which are partly in Europe and partly in Asia), Australian continent, or Japan.

3. Rupees Fifty thousand (Rs. 50,000/-), if the conference is in Asia (except as above), or in Africa.

The other norms (as enclosed) will continue to same as before.

The above is issued after approval of the competent authority.

[Signature]
Dheeraj Sanghi

DOAA

Cc:
Directorate
Dy. Director Office
All Deans
All HOD's
All DU/PGC Conveners
Registrar
Dy. Registrar (F&A)
Notice Boards of all Halls of residences
Notice Boards of LHC/UG/PG Offices
Webmaster, IITK
Norms for partial support to students for participation in conferences abroad:

1. The student must be presenting a paper (oral or poster) in an international conference outside India based on his/her own research. The support can not be used for attending summer or winter schools, courses, competitions, or other events.

2. **The support from the DRPG office will be provided only once during his/her degree program. For PhD students, this support will be provided twice during the program.**

3. Former students of the Institute are not eligible for this travel support even if the paper to be presented is based on work done while they were students at IITK.

4. The support from DRPG office is meant to supplement the grants from other sources and not to replace those. The student must apply to all possible funding agencies and only the short fall, subject to an upper limit, will be extended by DRPG office.

5. To be eligible, a candidate must also be supported by the faculty supervisor (through project funding, if available, or PDA) and by the department. A minimum support of Rs. 20,000 (and possibly more) is expected from the department and supervisor. This is a critical requirement: if the faculty supervisor and the Head of the Department do not place priority on participation of the student, it is not possible for us to justify the importance to the donors.

6. Needless to say, utmost integrity is expected from the students. The students must disclose all sources of support received by them while making a claim. If additional support becomes available to the student, the support from DRPG office may be reduced appropriately from what was sanctioned in the first place. Non-disclosure of funding from other sources or false claims on expenses may lead to disciplinary proceedings.

7. Student must apply on prescribed proforma well in advance, assuming a processing time of about a month. They should not incur expenditure in anticipation of a sanction. No post facto approval will be given.

8. No advance is admissible. The money will be released only after the journey, and on submission of a report on the participation. In most cases, a letter of thanks to the donor will also be needed.

9. Only one author can be supported for presenting the same paper. Further, if the faculty supervisor is being supported by the Institute for presenting the same paper in the same conference, DRPG office will not support the student.

10. The faculty supervisors and the Heads of the Department are expected to take utmost care while forwarding the application and the claim and ensure genuineness of facts.