



FORM – GEN 23

APPLICATION FOR PERMISSION AND FINANCIAL ASSISTANCE FOR ATTENDING CONFERENCE FROM
PMRF RESEARCH GRANT

(Conference shall hereinafter include workshop, symposium, seminar and other similar meetings)

1. Name of the applicant:Roll No:
 2. Dept./Centre/School:.....
 3. a) Title of the Conference for which financial assistance is sought :
 - b) Nature of the Conference (International / National etc.) :
 - c) Venue : Country :
 - d) Period : From : To :
 - e) Name of the Organiser(s) :
 4. Nature of participation: Presenting a paper / poster OR Chairing a session OR other (please specify and tick).....
 5. Estimate of the Financial Assistance requested for the Conference :
 - a) Registration fee (please attach documentary evidence) :
 - b) Travel (please attach an estimate of the travel cost from a travel agent) :.....
 - c) Daily Allowances (admissible for the duration of the Conference / Seminar etc. plus one day - one day before or one day after the Conference / Seminar etc) :

Total (in rupees, please specify conversion rate used)
- (Please enclose a copy of: a. Announcement of call of papers b. Acceptance letter
c. Full paper / poster d. Details of registration & other fees**
7. a) Advance required: Yes / NoIf yes, amount required : `.....
 - b) Bank A/C no. of the applicant (preferably Canara Bank) :.....
IFSC:.....

It is certified that my participation in the above Conference will be in the interest of research at this Institute. **I shall apply for leave separately (If applicable) in standard Leave Application format.**

It is requested that permission and financial assistance may please be granted to me to attend the said Conference abroad as stated above.

Date:

Signature of the student

TO BE FILLED BY OFFICE OF THE CONCERNED DEPARTMENT:

Verified by the Department/Centre/School(Yes/No)

Dealing Official

Supervisor

Head of Dept/Centre/School

ACADEMIC AFFAIRS SECTION:

Dealing Official

AR/DR(Acad)

DoAA

FOR OFFICIAL USE OF FINANCE & ACCOUNTS SECTION:

1. Application and enclosures checked and found to be in order / not in order.
2. Fund available under the PMRF Research Grant

Dealing Official (F&A)

Signature of JR / AR (F&A)