



## Application for Participation

(To be submitted at least one weeks before the date of the Event)

1	Academic year				
2	Name of the Employee				
3	Employee ID				
4	Designation				
5	Department				
6	Nature of Event	International Conference		Training Programs	
		National Conference		Symposia	
		Workshops		Refresher Courses	
		Seminars		Others (If any specify)	
7	Name of the Event				
8	Title of the Paper				
9	Place of the Event				
10	Duration	From		to	
11	Organized By (Full Details)				
12	Attending as	Author		Participant	
		Invited Speaker		Any other	
13	Registration Charges	₹			
14	Total Travel expenses	₹			
15	Miscellaneous Charges	₹			
16	Total Expenses	₹			
17	Amount of the Financial Assistance availed during	Current Academic Year		₹	
		Previous Academic Year		₹	
18	Financial assistance from Sponsoring agencies (If any)	AICTE / DST / MHRD / Any other			
19	Enclosures	Acceptance Letter		Brochure	
		Conference Paper (If any)		Schedule	

Signature of participants with date			
<b>HoD Remarks</b>	Recommended / Not Recommended	Signature	
<b>Dean External Project -schemes</b>	Accepted / Not Accepted	Signature	
<b>Principal</b>	Approved / Not Approved	Signature	