भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद
INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD

APPLICATION FOR DEPUTATION INDIA/ABROAD FOR ATTENDING CONFERENCES/ SEMINARS / WORKSHOPS / COURSES AND FINANCIAL ASSISTANCE THEREOF

1. Name of the Applicant :
2. Designation and Department :
3. Details of contribution of the applicant towards :
   research and externally funded research projects
   of IIT(ISM) during last 3 years to be attached on
   separate sheet(s)
4. Purpose of visit :

5. Place of visit :
6. Period of visit :
7. Whether any paper is accepted for :
   presentation? (If yes, attach proof)
8. Documents enclosed in support of request: Invitation/acceptance paper ☐ Copy of abstract paper ☐
9. Financial involvement: **(Please strike out whichever is not applicable)**
   a) Registration fee and Mode of Payment :
   b) Address to whom the registration fee is to be
      sent **(for National events)** :
   c) Economy Class Airfare / Estimated TA, DA :
   d) No. of days for which DA is required :
   e) Accommodation Charges :
   f) Visa Fees :
   g) Travel Insurance premium :
   h) Any other (please specify)
10. Fund – IIT(ISM)/PDA or any other (specify) :
11. Balance available under Professional Development :
    Allowance till date for participation in National/
    International Seminar/Conference from this Head
12. Fund available under travel head from the Project :
    Head & Fund utilized till date
13. Financial assistance available from other source : Source -

    Amount -

14. Provide academic/class arrangements:

15. Financial assistance sought from IIT(ISM) :

                                                                Signature of the Applicant with date

---

Recommended/Not recommended: HoD/HoC

Recommended/Not recommended: Dean (Faculty)

Approved/Not Approved: Director