

NATIONAL INSTITUTE OF TECHNOLOGY, DELHI
GRANT/REIMBURSEMENT FOR REGULAR STUDENTS
(FOR PRESENTING PAPER IN NATIONAL/INTERNATIONAL CONFERENCE)

PART A: GENERAL INFORMATION

1. Name of the Student: _____ 2. Roll No.: _____
3. Sem./Dept. _____ 4. Sex (Male/Female): _____ 5. Category(Gen/OBC/SC/ST): _____
6. Phone No. _____ 7. Email id. : _____
8. Amount requested in this application (In Figs): _____ 9. Financial year (1st April to 31st March) : _____

PART B: EVENT INFORMATION

10. (a) Name of the conference: _____

(b) Nature of conference (National / International) : _____ (c) Venue: _____
(d) Dates: From _____ to _____ (e) Details of organizer: _____

11. Details of paper: (a) Paper Title, author and co-author details (copy of the manuscript to be attached): _____

12. Details of financial assistance acquired from other agencies and/or event organizer: _____

13 . Details of expected expenditure:
a. Train Fare by the shortest route (to and fro):
b. Registration Fees:
c. Per diem Allowance:

Total Expected Expenditure in rupees (in figures and words):..... I

ensure that I have not received any fund on similar grounds from NIT Delhi in this financial year. I also certify that the details given above are correct and I am a regular student of this Institute. I will present the paper and submit the details and documents of expenditure incurred to NIT Delhi. If the information supplied is found to be incorrect, I will refund the entire money.

(Signature of Applicant)

Enclosures:

- (i) Announcement of the event (ii) Invitation/acceptance letter from the event organizer.
(iii) Copy of accepted paper (iv) NOC from co-author (if any)

Recommended/Not Recommended

(Prof. In Charge Lab/ Supervisor)

Recommended/Not Recommended

**Head of the Department/
Co-ordinator**

Approved/Not Approved

Dean (R&C)

Note: Approval for requested visit does not mean approval of requested amount. Expenditure will be reimbursed as per institute rules/norms.

Annexure A

NO-OBJECTION FROM CO-AUTHOR/s

(Required only if Co-author/s is/are an employee of NIT Delhi)

I, hereby, declare that I am a co-author of the paper mentioned above and give my consent to _____
_____ for attending the event
_____. I further declare that no claim will be
requested on my behalf for the same paper/presentation.

(Signature of the Co-Author/s)

CERTIFICATE

With reference to the event _____,
this is certified that _____ has presented his/her paper and shared event experience
in the department before faculty members on _____ at _____.

(Head of the Department)

Note: The candidate has to make a presentation in the department to share the conference experiences. A certificate to this effect signed by Head of the Department should be submitted at the time of making a claim for the reimbursement of travel support.
