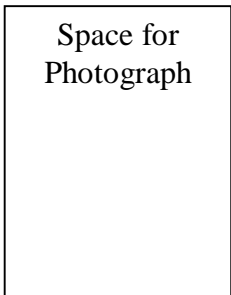


**PROFORMA FOR FINANCIAL ASSISTANCE FOR ATTENDING INTERNATIONAL CONFERENCE/WORKSHOP ABROAD**

**RECORD SHEET**



- 1. Name and Address \_\_\_\_\_  
\_\_\_\_\_
  
- Telephone No & Mobile No. \_\_\_\_\_
  
- Email: \_\_\_\_\_
  
- 2. Designation \_\_\_\_\_
  
- 3. D.O.B., Age & Sex \_\_\_\_\_
  
- 4. Name of the Conference/Seminar/Workshop \_\_\_\_\_  
\_\_\_\_\_
  
- 5. Place and Date \_\_\_\_\_
  
- 6. Whether applicant is reading/presenting a Paper/chairing a session etc. \_\_\_\_\_
  
- 7. Amount requested from D.S.T. Haryana \_\_\_\_\_
  
- 8. Details of international Conference attended in the last three years, (Title of Conference dates, country, funding assistance if any) \_\_\_\_\_
  
- 9. Signature of Applicant \_\_\_\_\_

**APPLICATION FORM FOR APPLICANTS**

1. Name (Surname First in Capital letters) \_\_\_\_\_

2. Designation \_\_\_\_\_

3. Institution Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Pin code \_\_\_\_\_

4. Date of Birth \_\_\_\_\_

Sex \_\_\_\_\_ Age \_\_\_\_\_

5. Particulars of Conference \_\_\_\_\_

a) Title \_\_\_\_\_

b) Venue (Place & Country) \_\_\_\_\_

c) Duration From \_\_\_\_\_ To \_\_\_\_\_

a) Country Code \_\_\_\_\_

6. Broad Area of the Conference \_\_\_\_\_

7. Reason for Participation

i) Acceptance of Paper \_\_\_\_\_

ii) Chairing & Session \_\_\_\_\_

iii) Invited Speaker \_\_\_\_\_

iv) Any other reason \_\_\_\_\_

8. Particulars of financial assistance/hospitality etc. the applicant has received from parent/host or any other organisations/installations

Source \_\_\_\_\_

Amount \_\_\_\_\_

9. Have you received travel grant from the Department of Science & Technology, Haryana in the last three years, if yes, details thereof \_\_\_\_\_  
\_\_\_\_\_

10. Please give details of financial assistance if you have applied to:

i) Ministry of Human Resources Development \_\_\_\_\_

ii) Ministry of S&T G.O.I. \_\_\_\_\_

iii) Other Govt. Deptt./Ministry or  
State Govt/ Agency \_\_\_\_\_

11. Name of the Bank \_\_\_\_\_

Branch/City \_\_\_\_\_

Bank A/c no. \_\_\_\_\_

IFSC code: - \_\_\_\_\_

MICR code: - \_\_\_\_\_

12. Proposed date to leave India for the conference and the likely date of return to India. \_\_\_\_\_

13. Other Countries likely to be visited apart from the place of conference. Duration \_\_\_\_\_  
Purpose \_\_\_\_\_

14. Any other information which you may like to furnish in support of your application \_\_\_\_\_

15. Benefits arising to the state on account of attending the conference \_\_\_\_\_

Recommendation of Head of Institute/ Department along with seal

Signature of the Applicant