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# INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

**Application for travel grant for PhD students receiving institute assistantship**

**Form – Gen 26**

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|  | Name of the Student: |  |
|  | Roll No.: |  |
|  | Academic Division: |  |
|  | **Conference Details\*:**Name:National/International:Venue:Country:Period:Organizers: | (Attach announcement of the conference/\*purpose of travel.) |
|  | Participation Details: | (Attach copy of paper and acceptance letter) |
|  | **Estimate for Grant:**Registration Fee:Travel:Daily Allowances:Total in Rs.: | (Attach supporting documents. Specify conversion rate. DA admissible for duration of the conference plus two days the during travel.) |
|  | Grant Requested: |  |
|  | Advance Amount: | Required/Not Required. Rs.: |
|  | I declare that my participation in the above said conference will be in the interest of my research at this Institute. I shall apply for leave separately (If applicable). Further, I request that permission and travel grant may please be granted to me to attend the abovesaid conference. |
| Date: | Signature of the Student |
| Recommendations of the Supervisor: This is to certify that the above said conference **is/ is not** in the interest of the research of the student. The travel grant **may be/may not** be permitted. Special Recommendations, if any: |
| Date: | Signature of the Supervisor |
| **To be Filled by the Office of the Academic Division** |
|  | Balance Grant of the Student: |  |
|  | Fund Code: |  |
| The application and enclosures are scrutinized and they are satisfying the guidelines. Further, remarks if any:Signature of the Dealing Official with Date: |
|  Approved/ Not Approved/ Referred the Matter to DPPCSignature of the HoD with Date |
| If applicable, comments of the DPPC as per the minutes:Signature of the Member Secretary, DPPC with Date | Approved/ Not ApprovedSignature of the HoD with Date |