

Application Form for Faculty Members for Attending Conference

Name:		PF. No.			
Designation:		Department			
Date of Joining:		Grade Pay			
Nature of conference, seminar, symposium:	National		International		Venue:
	Enclose original invitation/brochure				
Nature of participation:	☐ Chairman of a session		☐ Plenary/keynote speaker		
	☐ Invited speaker		☐ Short oral presentation		
	☐ Poster presentation		☐ Other (please specify):		
Funding Source: (Enclose documents)	CPDA		Institute		R & D
	Sponsors				
					Other source
Block year in case of CPDA:					
Details of previous support taken under CPDA:	Financial year:		Duration		Amount
Details of leave requested for	Type of leave SCL/CL/VL/EL		From		To
	Prefixing dates:		Suffixing dates:		No. of days
Arrangements made during leave of absence:			Name of the faculty agreed to discharge the Responsibilities & Signature		
Teaching: If you are teaching a summer course indicate arrangements made:					
BS-MS/PhD Thesis:					
R&D Projects:					
Institute Responsibilities:					
Support Required :	Travel	Registration	Stay	Others	Total
Internal (CPDA):					
Outside support available:					
Amount of Advance required, if any:					

Date:

Signature of the Faculty Member

Recommended by Committee of Deans and HoDs				Approved as per Rules	
HoD	DoRD	DoAA	DoFA	Director	