



# KLE UNIVERSITY

(Formerly known as KLE Academy of Higher Education & Research)

[Established under Section 3 of the UGC Act, 1956 vide Government of India Notification No.F.9-19/2000-U.3(A)]

## APPLICATION FOR FINANCIAL SUPPORT TO ATTEND CONFERENCES OUTSIDE INDIA

(To be submitted to the University through the concerned HoD & Principal)

<b>A. To be filled by the faculty member:</b>	
1. Name	
2. Qualification	
3. Designation	
4. Department	
5. Institution	
6. Date of joining the Institution	
7. Objectives of the Conference / Seminar / Symposium	
8. Benefits to be derived from participation in the aforesaid Conference / Seminar / Symposium	Please enclose a separate sheet.
9. Assignment in the aforesaid Conference / Seminar / Symposium	<ul style="list-style-type: none"> <li>a) Delivering Key-note address / orations / plenary lectures</li> <li>b) Contributing a scientific paper</li> <li>c) Chairing a scientific session</li> <li>d) International collaboration exchange program (only on invitation)</li> <li>e) Panel discussion or to deliver talks / lectures or invited to discuss arts / skills (only on invitation)</li> <li>f) Others, if any, specify.</li> </ul>
<b>10. Particulars of the financial support extended by the University to attend the International Conference(s) during the block period of three years (1<sup>st</sup> January to 31<sup>st</sup> December )</b>	
a) Title of the Conference / Seminar / Symposium	
b) Date of conduct	
c) Venue	
d) Financial support extended by the University	
e) Copy of the sanction letter to be enclosed	
<b>11. Particulars of the organizers of the aforesaid Conference / Seminar / Symposium</b>	
a) Name of the Organizer	
b) Title of the program	
c) Place	
d) Duration	
e) Date of Conference	
f) Financial grant sought	



# KLE UNIVERSITY

(Formerly known as KLE Academy of Higher Education & Research)

[Established under Section 3 of the UGC Act, 1956 vide Government of India Notification No.F.9-19/2000-U.3(A)]

12. Travelling (by shortest route) and other expenses involved		
	International	Domestic
a) Place		
b) Mode of journey		
c) Fare		
d) To and Fro		
e) Accommodation charges		
f) Registration / Delegation Fee		
g) Air-port Tax		
<b>13. Documents to be submitted:</b>		
a) Copy of the letter of invitation from the organizers.		
b) Copy of the full text of documents / abstract / paper prepared by the applicant for presentation.		
14. Signature of the faculty member	_____	

## DECLARATION

I hereby declare that :

- I have furnished the information in this application which is true to the best of my knowledge and belief.
- I am not getting any financial assistance / support from the sponsors / organizers of the Conference or any other funding agency for attending the aforesaid Conference. **I am aware that I am liable for any disciplinary action by the University in case it is found at a later stage that the information furnished in this application is wrong / false, in support of my application for financial grant.**
- I shall produce necessary bills / receipts along-with Attendance / Participation Certificate within fifteen days to the University from the date of attending the aforesaid Conference.
- I shall conduct a seminar for the benefit of the faculty members of the Department / Institution to share the knowledge and experience gained from attending the aforesaid Conference.

Date : \_\_\_\_\_

Signature of the faculty member \_\_\_\_\_

Ref. No. \_\_\_\_\_

Date: \_\_\_\_\_

To

The Registrar, KLE University, Belagavi.

Dear Sir,

We are enclosing herewith the application of the above Teacher in the prescribed format for grant of financial support to attend the International Conference outside India for kind consideration.

Thanking you,

Yours faithfully,

Seal

\_\_\_\_\_  
Signature of the HoD

\_\_\_\_\_  
Principal