

G. H. RAISONI COLLEGE OF ENGINEERING AND MANAGEMENT, PUNE

R & D Promotion Cell
(Application Form for Staff)

To:
Dean (R & D)

Date:

Through: Head of Dept of

Respected Sir/Madam,

I wish to avail the financial assistance for Paper presentation / publication in

- 1) Seminar /Conference
 - 2) Journal
 - 3) Workshop
 - 4) Any other
- Specify-----

Following documents are attached herewith.

- 1) Budget
- 2) Full length Paper
- 3) Acceptance letter
- 4) Reviewer's Remarks/Comments
- 5) Quotation (Air fare for Int. Conf. abroad) (Original)
- 6) Application in AICTE/ DST format (for Int. conf. abroad)
- 7) Conference leaflet
- 8) Statement from organizer that the expenses (TA & DA) not supported/partially provided.
- 9) Certificate of participation & Tickets (original) (To be submitted after the event)

These are submitted with a request to kindly accord approval for the same. Thanking You,
Sincerely,

Signature of staff
Name(s) of Staff(s):
Mobile No.
Bank Name:
Account No.

Regular / Ad hoc
Total fund availed in this academic session : Rs.
(Under different heads: Training/R&D cell etc)
Branch:
IFSC Code:

Remark on Scrutiny by dept. HoD: The applicant /paper satisfy all the conditions vide our R & D Initiates/Policies dt. 06/08/2016

Head of Department

Note: Expended amount will be sanctioned subject to recommendation from Scrutiny committee.

Recommendation by the Scrutiny committee

- 1) Registration fee only 2) Reg. Fee + 100% TA 3) Other

Dr. Preeti Bajaj
Director, GHRCE, Nagpur

Dean (R&D)
GHRCEM, Pune

Submitted to Director: