

Policy for Financial Assistance to Full time Ph.D. students for Participation in International Conference Abroad

Attending international conferences abroad offers Ph.D. scholars a transformative experience, fostering academic growth, professional development, and global connectivity. By presenting their research, scholars receive valuable feedback from renowned experts, gain visibility, and enhance their career prospects. Conferences provide opportunities for networking with international peers, potential collaborators, and industry professionals, expanding their professional network. Scholars stay updated on cutting-edge developments, explore new research directions, and access innovative ideas. Moreover, conferences facilitate cultural exchange, language skills development, and personal growth. Ultimately, participating in international conferences abroad amplifies scholars' research impact, boosts their confidence, and opens doors to new collaborations, funding opportunities, and job prospects, setting them apart in their academic and professional pursuits.

Who is eligible?

- a) Full time PhD student (Research Scholar) in 2nd, 3rd or 4th year and whose paper is submitted to the international conference prior to the thesis submission date.
- b) The accepted paper has to be in a reputed international conference/workshop/ symposia in his/her research area and can be either poster or oral.
- c) A scholar who has already secured financial support from any external funding agency (Partial list attached as annexure 1) is only eligible to apply.
- d) The paper presented must be part of student thesis work. The eligible student has to be the first author and the supervisor/s name/s is/are in the authors list.
- e) A scholar may avail this benefit only once during his/her entire Ph.D. studies.
- f) Students who received any penalty from University will not be eligible to apply.
- g) Application in prescribed format should be forwarded by supervisor, and Head of the department.

Extent of financial Assistance

Maximum support up to INR 10000/- which may be used for any of the expenses related with international travel such as Registration Fees, Visa Fees, accommodation, travel and medical insurance etc.

The support will be in addition to the financial assistance from external funding agencies received by the scholar. Additionally, the supervisor of the student may support the expenditure from his/her externally funded project. Number of research scholars to be supported annually will depend upon the funds available.

Procedure

All the Proposals submitted by the scholars for financial support will be put forward to Expert Committee constituted by Vice-Chancellor with the following composition

- I. Director – Research & Development Cell/ Dean - Research
- II. Director IQAC or his nominee
- III. HoD of the respective department
- IV. VC Nominee

The student may be called to attend the meeting if necessary. The meeting will be held as and when required and the final decision will be conveyed to the student at the earliest.

How to apply

Student has to submit the application (Annexure 1) in prescribed format to Director IQAC with all relevant documents at least 30 days before the conference's dates or within one week of receiving grants from external agency whichever is earlier.

After returning from the conference, the student has to prepare a technical report including the details on: technical sessions attended, researchers he/she met and their areas of interest, possibilities of future technical collaboration with those researchers along with some pictures. The report has to be mailed to the IQAC. In addition, the student has to give a technical talk to the other student researchers in visit seminar organized by department/and RDC that also covers his/her experience about the visit within 15 days after his return from the conference.

Handwritten signatures and initials in blue ink.

APPLICATION FOR PERMISSION AND FINANCIAL ASSISTANCE FOR ATTENDING CONFERENCE BY SCHOLARS

1. Name of the applicant:
2. Roll No:
- Department:
- Title of the thesis:
- Name of the supervisor:
3. a) Title of the Conference for which financial assistance is sought:
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- c) Venue :..... Country:
- d) Period: From:..... To:
- e) Name of the Organiser(s)
4. Nature of participation: Poster Presentation/ Oral Presentation
5. Estimate of the Financial Assistance requested for the Conference:
 - a) Registration fee (please attach documentary evidence) :.....
 - b) Visa Fee (please attach documentary evidence) ::
 - c) Medical insurance (please attach documentary evidence) ::
 - d) Travel Expenses:
 - e) Other miscellaneous expenses:
- Total** (in rupees, please specify conversion rate used):

(Also please enclose a copy of: a. Announcement of call of papers b. Acceptance letter

6. Details of the assistance available from any other source(s):

Sl. No.	Agency	Amount of assistance granted

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It is certified that my participation in the above Conference will be in the interest of research at this Institute and all arrangements will be made to take care of my academic commitments including research during the period of my leave/absence.

It is requested that permission and financial assistance may please be granted to me to attend the said International Conference as stated above.

Date:
Recommendation of Supervisor

Signature of the Scholar

Date:
Recommendation of HoD

Signature of the Supervisor

Date:
Recommendation of the Committee

Signature and stamp of the HoD

Date:
Approval of the Vice-Chancellor

Signature of the Chairperson of the committee

Date:

Signature and stamp of the Vice-Chancellor

Checklist : Attach following documents

1. Cover letter mentioning the conference details and programme including program committee members and their affiliation
2. Abstract/full length paper submitted along with the plagiarism report
3. Acceptance notification
4. Total Budget in orderly manner
5. Copies of applications sent to external funding agencies (For example, DST/CSIR/XRCI/Microsoft Research Grant/Ratan Tata Trust/ICSSR/DBT etc).
6. Any other authentic information regarding the reputation of the conference.

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Partial List of Funding Agencies/Organizations Providing Support to Attend Conferences Abroad

S. No.	Agency / Scheme	Website
1	ANRF – International Travel Support (ITS)	https://anrfonline.in/ANRF/its
2	CSIR-HRDG – Travel Grant Scheme	https://csirhrdg.res.in/Home/Index/1/Default/2677/69
3	DBT – CTEP Travel Support	https://dbtctep.gov.in/
4	ICMR / DHR – International Travel Grant	https://schemes.dhr.gov.in/hrd
5	ICSSR – Participation in International Seminar Abroad	https://icssr.org/participation-international-seminar-abroad
6	AICTE-INAE Travel Grant (Students)	https://www.inae.in/aicte-inae-travel-grant-scheme/
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8	IUBMB Travel Fellowships	https://iubmb.org/about/standing-orders-and-statutes/standing-orders/iubmb-travel-fellowships/
9	IBRO Travel Grants	https://ibro.org/grant/travel-grants/
10	IEEE SPS Student Travel Grants	https://signalprocessingsociety.org/events/sps-travel-grants
11	ASM Travel Awards	https://asm.org/browse-by-content-type/travel-award
12	ARVO Travel Grants	https://www.arvo.org/awards-grants/travel-grants
13	IMU-CDC Conference Support / ICM Travel Grants	https://www.mathunion.org/cdc/grants/conference-support-program

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