

APPLICATION FORM

FOR INTERNATIONAL TRAVEL

UNDER TEQIP-II

- Name of the Institution : College of Technology and Engineering, MPUAT-Udaipur
- Project Sub-Component : 1.1
- Category of the Institute : Govt Funded

1. Name of the applicant	:	
Designation	:	
Department	:	

2. Academic Profile:		
Class/Institution	Year	Subject
UG		
PG		
Ph. D.		
Post Doctoral		
Any other		

3. Experience Details			
Experience	Details	Duration	Name of Employer
1) Teaching			
2) Research*			
3) Industry			
4) Any other			

*Details of research project may be provided separately, if any

4. Publication of the applicant during last five years:				
S. No.	Particulars	Year	Nos.	Impact factor
1)	Referred Journals			
2)	Books			
3)	Proceedings			
4)	Popular Articles			
5)	Patents			

5. Contribution of the applicant in enhancing academic excellence in the institution:			
S. No.	Year	Contribution of the Applicant (during last three years)	
		Project Activities	Institution development activities
	2010-2011		
	2011-2012		
	2012-2013		
	2013-2014		

6. Name of the International Event	:	
Venue & Date	:	

7. Purpose of the event (put a tick mark against the appropriate place):		
Items	:	Remarks
a) Paper presentation	:	
b) Chairing Session	:	
c) Keynote Speaker	:	
d) Study & network tour	:	
e) Collaboration with the organization	:	

8. Provide write-up on the following (1 page on each):	
1)	Focus on International visit on improving the quality of teaching and research (or the institutional effectiveness) of an Institution. Objective of the visit clearly mentioned.
2)	Benefit to the applicant from the International visit and expected outcome from this visit to the institution.
3)	Visit linkage to the Institutional Development Proposal objectives and to the current training needs assessment
4)	Plan of the applicant for sharing the gained information with fellow faculty members.
5)	Alternative arrangement planned by the applicant about the appropriate continuance of the teaching and research duties during travel period.

9. Travel Plan (from the place of working to the conference & back):					
S. N.	Date and Time	Departure	Date and Time	Arrival	Mode

10. Details of Expenditure		
Items	:	Remarks
a) Total air fare by shortest route by economy class	:	
b) Visa Fee	:	
c) Amount of registration fee	:	
d) Accommodation and other logistic arrangement	:	

11. Details of International events attended during last five years (In Chronological order):			
Name of event	Date	Venue	Details of Sponsors

12. Any other information which may like to furnish in support of your application.

Place :

(Signature of the applicant)

Date :

Encl.: Attach list of enclosures (as Annex 1 to 7)

Enclosures

S.No.	Description	Annex.no.
1.	Application in prescribed format	
2.	Invitation letters from the institutions/organization to be visited	Annex-1
3.	Daily schedule of activities to be undertaken	Annex-2
4.	Availability of budget provisions with break-up of free charges, accommodation, other logistic arrangements and travel expenses	Annex-3
5.	Submission by the concerned project institution the progress achievement in summary sheet for review (Academic -grid)	Annex-4
6.	Submission by the concerned project institution the faculty and staff development plan (yearly) and international travel plan for faculty of the concerned institution (duly approved by BoG)	Annex-5
7.	For Centrally Funded Institutions (CFIs), NOC from BoG for undertaking International travel	Annex-6
8.	For state government aided/Funded and private unaided institutions, NOC from the BoG for undertaking international travel and recommendation of SPFU	Annex-7