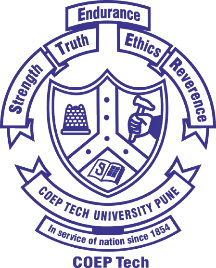
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**COEP Technological University**

(A Unitary Public University of Govt of Maharashtra)

**Application for approval of deputation to attend Training Seminar/Conference**

**(NIT / IIT / NIRF 100 / QS 500 / Listed Conference Only)**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of the faculty member / staff | | Mr. / Ms. / Dr. | |
| Employee Code No. | |  | |
| Designation and Department | |  | |
| Basic Pay Level | |  | |
| Title of the Training Program / Seminar / Conference (International) | |  | |
| Name of the Organizing Institute/ Organization & NIRF Rank / QS Rank (Listed Conferences only) | |  | |
| Venue | |  | |
| Period | | From Date: / /20 to Date / / 20 | |
| Participant category  (Attach proof acceptance letter, Full Paper, Information Brochure) | | Delegate / Paper Presenter / Any other (specify) | |
| Estimated expenditure | Registration fees | |  |
| Boarding & Lodging | |  |
| Travel to & fro | |  |
| Local travel | |  |
| Contingencies | |  |
| Financial Assistance (-) | |  |
| **Total** | |  |
| Benefit to Individual / Institute  (If required attached document) |  | | |
| Signature of Employee |  | | |
| Signature & Remark of Head of Dept. |  | | |
| Remark and Signature of Dean | Recommended / Not Recommended | | |
| Signature of Accounts Officer  (Rules / Allocation) | Budget Head to specify | | |
| Director (RIIL)  (To specify the maximum amount that may be approved as per rule) | Recommended / Not Recommended | | |
| Registrar | Recommended / Not Recommended | | |
| Vice Chancellor | Approved / Not Approved | | |

* No advance shall be given for this activity, Bill shall be submitted within one month from the date of the event and participation certificate.