



**ENGLISH AND FOREIGN LANGUAGES UNIVERSITY
HYDERABAD 500 007**

APPLICATION FOR TRAVEL GRANT TO PRESENT PAPER OUTSIDE THE COUNTRY/WITHIN INDIA BY THE RESEARCH SCHOLARS FUNDING UNDER REGULATION- 20

(All fields are mandatory)

To
The Chairperson
Grants Committee
EFL University
Hyderabad

Photo

Sir/Madam

I wish to apply for travel grant to present a paper at the International Conference to be held at.....
.....from.....

1	Name	Mobile No. Email id :
2	Date of Birth	
3	Nationality	
4	Programme of study & Joining date	Ph. D.....
5	Assistance sought <i>(give full details)</i>	
	i) Registration Fee	
	ii) Air fare	
	iii) Accommodation	
	iv) Per diem	
	TOTAL	Rs.
6	Whether availed this facility earlier	
7	Any record of Disciplinary action pending/taken against him/her	

Proctor

8	Any other relevant information	
---	--------------------------------	--

If the applicants travel before the sanction of the grant, it is at their own risk.

I declare that I am a full time registered research scholar of the EFL University and I am not employed anywhere. The information given above is true and correct to the best of my knowledge. I have read the rules regarding the financial assistance requested and I agree to abide by them.

Date:

Signature of the applicant

.....
Recommendations of the Supervisor

Signature

.....
Recommendations of the Dean/ Head of the Department

Signature

 The following documents to be enclosed:

1. Covering letter from the Advisory Committee of the student recommending and highlighting the relevance of the paper for the conference/seminar/workshop.
2. Document about the status of the host organization
3. Three copies of the complete paper to be presented and soft copy mailed to academicsection@efluniveristy.ac.in
4. Invitation and/or acceptance letter from the organizers
5. Details of programme (Theme of the Conference, Place and duration of the programme, and information about the organizers) and proposed budget statement
6. A document detailing the relevance of the Seminar/Conference to the student's area of research
7. An undertaking by the applicant that no part of the paper is plagiarized

.....
For Office use

Chairperson

PS: Copies of the air tickets and other bills etc. should be submitted for sanction of advance payments to the Academic Section for verification and approval.

