



# Maharaja Ranjit Singh Punjab Technical University

DABWALI ROAD, BATHINDA-151001

[Established by Govt. of Punjab vide Act No. 5 of 2015, UGC Act 2(f) & 12(B)]

DEAN ACADEMIC AFFAIRS

[www.mrsptu.ac.in](http://www.mrsptu.ac.in)

Ref. No.: DAA/MRSPTU/Notifications/36

[daa.mrsstu@gmail.com](mailto:daa.mrsstu@gmail.com)

Date: 14-06-2018

## NOTIFICATION

**Sub.: Financial Assistance to travel abroad and attend International Conferences/Symposia for MRSPTU, Bathinda Main Campus and its Constituent Colleges.**

Consequent of decisions of the Board of Governors in its 7<sup>th</sup> Meeting vide its Agenda Item No. 7.14 held on 25.04.2018, the approved mandatory conditions to qualify the application are as follows:

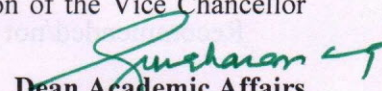
### MANDATORY CONDITIONS TO QUALIFY THE APPLICATION

The applicant must

1. Be Regular and confirmed faculty member.
2. Have Published at least one research paper in the last two years in UGC approved journals as per point 4 of the table.
3. Have not availed financial assistance to go abroad during the last three years from MRSPTU Main Campus/Constituent Colleges.
4. Have secured at least 60% points in the evaluation.
5. Have submitted the Application at least two months from the date of start of the conference/symposium.
6. Have affiliation and acknowledgement of the Constituent College/MRSPTU, Bathinda Main Campus in the research paper.
7. Adhere to the MRSPTU, Bathinda non-plagiarism policy. In case of any violation of the same, will lead to the cancellation of the financial support by the MRSPTU, Bathinda. The applicant will be required to refund the entire financial support along with penalty imposed, if any.
8. Submit a copy of the conference/symposium proceedings to the Constituent College/MRSPTU, Bathinda Main Campus library.
9. Deliver open paper presentation in the Constituent College/MRSPTU, Bathinda Main Campus.
10. Submission of application merely will not be a guarantee for approval of the proposal.
11. Eligibility to apply for Travel Grant will be once in last three years.
12. Evaluation of the research paper/abstract before approval will be done by two Experts in the concerned area of research.
13. The financial assistance shall be made available for the purposes as mentioned in relevant UGC regulations.

### **NOTE:**

1. UGC reimbursement rules will be followed subject to the Maximum Financial support admissible per applicant for financial year.
2. In case financial assistance is received from organizing body/any other funding agency, then only deficient financial support will be given to the applicant.
3. Preference will be given to those applicants who have not availed earlier benefit of this travel grant from MRSPTU, Bathinda Main Campus and its Constituent Colleges.
4. In case of any ambiguity/conflict, UGC guidelines will be applicable. Decision of the Vice Chancellor will be final.

  
Dean Academic Affairs  
MRSPTU, Bathinda

14/6/18

### **Copy to:**

1. P.A. to the Vice Chancellor, MRSPTU, Bathinda for information to the Vice Chancellor please.
2. Registrar, MRSPTU, Bathinda
3. Dean: P & D / R & D / S & W
4. Director: CDC, MRSPTU, BTI / PIT-Nandgarh / PIT-GTB Garh / PIT-Rajpura / PIT-Arniwala / PIT-PSAEC
5. HODs: CE / EE / ECE / ME / TX / CSE / AR / CA / Phy. / Chem. / Maths / Humanities & Management / Pharmacy / Food Science & Technology
6. Finance Officer, MRSPTU, Bathinda

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**EVALUATION PERFORMA FOR APPLICATIONS TO TRAVEL ABROAD**

**Name of Applicant: Designation:**

**Institute:**

**Conference/Symposium:**

S. N.	Item	Points secured
1	Applicant is invited a) For Delivering Key Note Address/Plenary Lecture (5) b) For Oral paper presentation (4) c) For Chairing a session (3) d) Under International Collaboration Exchange Programme (2) e) Symposia Talk/Invited Lecture (1)	
2	Conference is a) Specific to applicant's area of research (5) b) In Applicant's Allied area of research (4) c) In other area of research (2)	
3	Outcome of the presentation will be beneficial to a) Applicants research project (5) b) Applicant's Departmental research work (4) c) Applicant for training/learning latest techniques although not related to his/her research project (3) d) Institutional Training/Development (2)	
4	Status of Presenter a) Single Author (5), b) Research Supervisor (4) c) Other than the above Authors (3)	
5	Number of Research Papers published in the last two years in UGC approved journals as per point 4 of the table a) More than two (5) b) Two (4) c) One (3)	
6	Organizing Body a) International organizing Body other than University (5) b) University (4) c) Industry/International Regulatory Body (3)	

a) Points Secured by the applicant: %

b) Comments of the two Experts in the concerned Research Area: Recommended/Not Recommended

1<sup>st</sup> Expert:

2<sup>nd</sup> Expert:

c) Mandatory conditions are fulfilled/not fulfilled:

Recommended/not recommended for approval by the Evaluation Committee:

1.

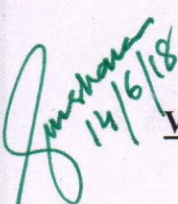
2.

3.

4.

5.

**Dean Academic Affairs**

  
14/6/18  
**Vice Chancellor**

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**APPLICATION FORM FOR GRANT TO TRAVEL ABROAD**

**(For University Main Campus/Constituent Colleges)**

<b>DETAILS ABOUT THE APPLICANT</b>	
1	Name
2	Date of Birth (Age)
3	Sex (Male/Female)
4	Designation
5	Grade Pay (Pay Band)
6	Nature of Appointment (Regular/Temporary)
7	If Regular, then whether on probation or not?
8	Official address with pin code
9	Landline Telephone (O) _____ (R) _____ Mobile _____ Email _____
10	Main Subject and Field of Specialization
11	List of publications in the specific field (attach separate sheets)
12	Whether a member of national/international professional bodies. If YES specify the name of the body(s)
13	Name of the Constituent College/University Main campus where working
14	Date of superannuation
15	Teaching/Research duties adjusted or not (Attach Proof)
<b>DETAILS ABOUT THE CONFERENCE/SYMPOSIUM</b>	
16	Name/title of the conference/ symposium to be attended
17	Name of the organizers with complete address/website
18	Name of the country and town where the conference/ symposium will be held
19	Duration of the conference/ symposium
20	The role of the applicant in the conference/symposium a) Presiding/Session Chair/Tutorial Session (if yes, attach documentary evidence) b) Delivering a plenary lecture/invited talk (attach documentary evidence along with a copy of the full text of the lecture/talk.) c) Presenting an oral paper (please attach abstract and full paper)

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21	Whether the paper has been accepted? (attach documentary evidence and a copy of the full paper to be presented in the conference)									
22	Indicate whether the paper has been co-authored. In case it is co-authored give names of the authors along with their addresses									
23	Whether 'No-Objection Certificate (s)' from the co-author (s) have been enclosed? (attach photocopy of the certificate (s))									
24	Indicate the complete travel plan from the proposed date and time of departure from the place of working to the Conference/symposium and back									
25	Do the conference/symposium authorities send the paper for review before accepting it?									
26	Assistance required from the MRSPTU, Bathinda a) Travel within India to reach the nearest airport up to 2 <sup>nd</sup> AC by train b) Registration fee c) Airfare for international flight (both ways) d) Registration fee e) Per-diem required (indicate the number of days and the rate) f) Total (in Rs. _____)									
27	Has the applicant approached the organizers/any other agency to a) Waive registration fee? b) Support air travel? c) Get the maintenance allowance? d) Support boarding and lodging? e) Any other? (specify)									
28	If 'YES' to any one of the above items, indicate the latest position and the amount likely to be made available (attach documentary evidence)									
29	Has the applicant availed the financial assistance from GZSCCET/MRSPTU/any other funding agency for attending seminar/conference/symposium etc. in the last 3 years prior to the date of the present conference? (a) If 'YES' give the details in the following table									
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Name of the Conference attended</th> <th style="width: 25%;">Place and dates of the conference</th> <th style="width: 25%;">Financial Assistance availed (in Rs.)</th> <th style="width: 25%;">sanction letter no. with date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Name of the Conference attended	Place and dates of the conference	Financial Assistance availed (in Rs.)	sanction letter no. with date					
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30	Proposed date of joining the duty in the institution after the conference is over		
31	Project Impact (Not exceeding 100 words)		
32	Expected outcome (Not exceeding 100 words)		
33	Any other information the applicant would like to give in support of the case		

I certify that

- a) The details given above are correct.
- b) If the information supplied is found to be incorrect at a later date, I shall reimburse the entire amount to MRSPTU, Bathinda.
- c) The amount received will be used for the purpose for which it is requested.

Place/Date:

(Signature of the Applicant)

Designation:

Recommended/not recommended

Place/Date:

(Head of Department)

Funds available/not available

Place/Date:

Finance Officer, MRSPTU, Bathinda

Recommended/not recommended

Place/Date:

(Evaluation Committee)

Recommended/not recommended

Place/Date:

(Director of the Constituent College/  
DAA MRSPTU for University Main Campus)

Approved/Not approved

**VICE CHANCELLOR**

*Surinder 14/6/18*

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