



**VJTI**  
(Veermata Jijabai Technological Institute, Matunga, Mumbai.)

**Application for approval of deputation to attend -Training / Seminar / Conference (Student)**

Name	Mr / Ms. / Dr.		
Student No			
Department			
Program			
Title of the Seminar/Conference			
Name of Organizer			
Venue			
Dates		Dt. / /20 to Dt. / /20	
Purpose of attending - Participant as:		Delegate / Paper Presenter / Any other (specify)	
Names of all authors, if presenting a paper (copy of abstract /paper enclosed)			
Estimated expenditure for attending the event <b>Budget head</b> – Delegation and Deputation/Project/Conference participation Provision limited to Rs. 1,00,000/for International event & Rs., 25000/-for National event		Registration fees	
		Boarding & lodging	
		Travel to & fro	
		Local travel	
		Contingencies	
		<b>Total</b>	
Any financial assistance available through other source (mention amount and funding agency)			
Signature of <b>Student</b>			
<b>Remarks &amp; Signature of Supervisor</b>			
Standing of Organizer		Very Good / Good / Average / Poor	
Standing of Conference		Very Good / Good / Average / Poor	
Usefulness to individual/institute		Strongly agree / Somewhat Agree / Can't say / Do not agree	
Specific comments if any			
Remarks and Signature of <b>Supervisor</b>		Recommended / Recommended with reservations Not Recommended	
Remarks and Signature of <b>Head of Department</b>		Recommended / Not Recommended	
Remarks and signature of <b>Dean (RD&amp;C)</b>		Recommended / Not Recommended	
Remarks & signature			
	Accounts Officer	Dy. Director	Director



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The paper will be published in : Titles of Journal/ Conference

The paper will be listed in / Abstract & Citation database like: (Scopus / web of science / Google scholar .....

Details of earlier deputations (if any)

Event Name & Organizer	Nature of event	Amount of Institute / TEQIP fund	Amount of other funding
Previous Year			
Current Year			

Signature and date