Date:_____

APPLICATION FORM FOR AVAILING INCENTIVE FOR ATTENDING ACADEMIC EVENT

I.   Basic Information:

Teachers Name:	
Designation:	
Department:	
Institute:	
Contact No.	
E-mail Id	

II. Other Details

Name of the Academic Event:	
Organizing body of the Academic Event:	
Type of Development Program*	
Type of Event**	
Level of Event***	
Date/s of Event:	

* *Professional Development Program, Faculty Development Program, etc.*
** Conference, Convention, Symposium, Workshop, etc.
*** International, National, State, Regional, Institutional / Institute, Local, etc.

III. Incentive Claim: Rs._____/-

Signature of Teacher

Declaration:

I, _____, hereby, declare that I have read and understood the **Policy on Incentives for Organizing / Participating in Professional / Faculty Development Programs**, of Sumandeep Vidyapeeth Deemed to be University. After disbursement of claim, in case of any discrepancies or violation of the policy is found, then the Institution has full rights to withdraw the incentives disbursed to me.

Signature of Teacher

Enclosure:
   1. Self attested copy of Certificate of Attendance
   2. Copy of brochure / flyer of the Attended Academic Event

SUMANDEEP VIDYAPEETH

An Institution Deemed to be University u/s 3 and 12B of UGC Act 1956
Accredited by NAAC with a CGPA of 3.61 on Four Point Scale at 'A++' Grade in Second Cycle
Category - I Deemed to be University under UGC Regulations 2018

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Mobile No.: +91 8980809777, E-mail Id: registrar@sumandeepvidyapeethdu.edu.in, info@sumandeepvidyapeethdu.edu.in | Website: www.sumandeepvidyapeethdu.edu.in

Remarks & Signature of Head of Department:	
Remarks & Signature of HOI / Dean / Principal:	

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For office use

Detailed Remarks & Signature of Chairperson, Student and Faculty Development Cell:	
Remarks & Signature of Director, Dept. of Staff and Student Welfare:	
Remarks of the Registrar, SVDU	
Remarks of the Vice-Chancellor, SVDU	