## **Research Paper Presentation in International Conference-Form**

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| Name: | | | | | School/Institute/Department: | | |
| Designation: | | | | | Employee Code : | | |
| Date of Joining: | Employment Status: Regular Contract | | | | | | |
| Conference Name / Title: | | | | | | | |
| Name of Sponsoring / Professional body organizing the Conference: | | | | | | | |
| Location: City:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Country:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | |
| Date(s) of Conference: | | | | Total number of days: | | | |
| Title of Research Paper : | | | | | | | |
| Are you presenting your paper? Yes No | | | | | | | |
| Are you Principal Author or Co-Author:  Principal Author Co-Author | | Number of UMT Authors:  Number of Authors other than UMT: | | | | | |
| If any part of this work has been published or presented in any journal / conference: Yes No | | | | | | | |
| If Yes, Please give detail: | | | | | | | |
| Have you Applied with HEC for Research Grant? Yes No | | | | | | Date of Application: | |
| If yes, status of the HEC application: Accepted Declined In Process | | | | | | | |
| Date of Departure : Date of Arrival: | | | | | | | |
| ­  Registration fee if any: | | | Approximate Boarding / Lodging Cost: | | | | |
| Have you received Research / Travel Grant from HEC / UMT during the last 12 months? Yes No | | | | | | | |
| If yes, please provide detail:   1. Int’l Conference Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   Title of Research Paper:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Country of Conference:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dates of Conference: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  HEC Grant Received:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Organizing/Sponsoring Body:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  UMT Grant Received (Amount):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_TA/DA Amount:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | |
| Employee Signature : | | | | | | | Date: |
| Comment / Recommendation by the COD: | | | | | | | |
| Comment / Recommendation by the Director/Dean: | | | | | | | |
| Comments / Approval of Research Grant Committee: Accepted Declined | | | | | | | |

**CHECKLIST:**

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| --- | --- |
| * Official Announcement/Conference Brochure |  |
| * Official Acceptance |  |
| * Copy of complete Research Paper |  |
| * Similarity Report of complete Research Paper |  |
| * Quotation of Air Travel |  |
| * Copy of Application Submitted to HEC |  |
| * Updated Research Publication Profile |  |
| * Verified by COD |  |
| * Verified by Director/Dean |  |

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**Signature of Applicant**