

**BLDEA's Vachana Pitamaha Dr. P G Halakatti College of Engg. & Tech.
Vijayapur**

PRIOR PERMISSION FORM FOR ATTENDING CONFERENCES (WITHIN INDIA)

Name of the Employee	
Employee Number	
Designation	
Department	
No. of conference(s)/seminar(s) attended during the present academic year (one per year allowed as per HR policy)	National: International:
Nature of participation (Financial assistance not eligible for attending without oral/poster presentation)	<input type="checkbox"/> Oral <input type="checkbox"/> Poster
Title of paper/poster to be presented (Attach copy of abstract of paper and acceptance)	
Name of the Co-author(s) if any	
Financial assistance required from the Institute If yes Approximate Assistance Required (Registration fee + TA (Sleeper class train fair))	<input type="checkbox"/> YES <input type="checkbox"/> NO
Whether conference proceeding will be published online	<input type="checkbox"/> YES <input type="checkbox"/> NO
Full title of Symposium/Conference. (Attach details of Symposium/Conference.)	
Venue & Duration	Place: From: To:
I declare that the particulars noted above are true.	
Date:	SIGNATURE OF THE EMPLOYEE
Remarks of HoD:	SIGNATURE OF THE HoD
<input type="checkbox"/> Recommended with financial assistance <input type="checkbox"/> Recommended without financial assistance <input type="checkbox"/> Not Recommended	
Vice Principal (Academic & Research)	
Financial Assistance	Principal
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	