

INDIAN ASSOCIATION FOR THE CULTIVATION OF SCIENCE

INTERNATIONAL TRAVEL CLAIM FORM

Important:

- (i) Claim should be submitted as soon as the event is over and in any case not later than 3 months after the last date of the event.

A. Personal Details

- a. Applicant Name:
- b. Designation
- c. Supervisor's Name
- d. Designation and School:
- e. Full Name of Event:
- f. Date of Leaving India:
- g. Date of Return to India:
- h. Venue and Duration of the Event:
- i. Passport No:

B. Tour Technical Details

- a. Academic Highlights including new development presented at the Event (200 words)
- b. Participant Contribution to the Event (200 words)
- c. Visits to other Scientific Institutions and Universities during participation in the Event (200 words):

C. Account Details where the reimbursement will be sent

- a. Bank Name:
- b. Branch Name with Code:
- c. City:
- d. State:
- e. PIN Code:
- f. Bank Account Number:
- g. IFSC Code of Bank

D. Expenditure Incurred

Item Type (in Rs.)	Mode of Transport (Air/Train/Bus/Other)	Class of Travel	Ticket Number	Amount
Fare1....				
Fare2...				
Total Fare				
Visa Fees				
Registration Fees (For Young Scientist)				
	Total			

E. Amount received from all other Sources:

Agency Name	Travel (Rs.)	Visa	Registration Fees (For Young Scientist)
Agency 1..			
Agency 2..			
Total			

F. Details of the Travel:

From date	From Place	To Date	To Place	Ticket Number	Details of Travel (to include Mode of Transport, Class of Travel and Name of Airline)

G. Attachments Required:

- a. Air tickets and Rail tickets
- b. Boarding Passes (Original)
- c. Cash Receipt of Air Ticket:
- d. Visa Charges
- e. Registration Receipt (only for Young Scientists)
- f. Partial Support Expenses from other Agencies (if Applicable)
- g. Certificate of Participation
- h. Any other Document

H. Certified that I have attended the above international scientific event and the particular furnished above are correct. I also certify that I have not received travel grants from the Institute earlier.

Date:

Place:

Signature of Applicant

Signature of Supervisor with Date

Signature of School Chair with Date

Signature of Assistant Registrar (Students Matters)
with Date

Signature of Dean (PhD)

FAO

IAO

Registrar

Director