

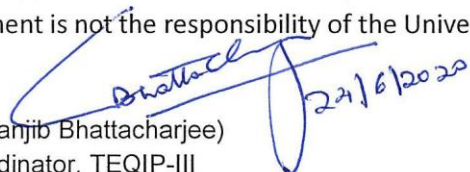
## **NOTICE FOR APPLICATION FOR SUPPORT TO ATTEND VIRTUAL (ONLINE) CONFERENCE UNDER TEQIP-III**

1. Applications are invited from the faculty members of all departments and schools under TEQIP-III program of Jadavpur University for participation in virtual (online) National/International Conferences/Training Courses organised by reputed institutions or Professional bodies in India and abroad as a part of the Faculty and Staff Development (FSD) plan. Faculty members are requested to submit the applications at least before **two weeks** of the program. Kindly note that the programs which would take place on/before **August 31, 2020** are only being considered for funding.
2. Applications are requested to be submitted **electronically only** and necessary details are given below:
  - a) Please fill in the available form "ApplicationForm\_TEQIP\_FSD.txt" and **paste it in the body of the email**. Also put your full name only at the place of signature. A scanned copy of the same filled up application duly signed by the applicant must be enclosed with all other documents (items b), c) and d) ) as attachments to this application email.
  - b) A brief bio-data has to be attached.
  - c) List of SCI/SCI(E) and/or Scopus Indexed Journal Publications and others for the last 5 years has to be attached.
  - d) Acceptance letter from the organizers needs to be attached.
  - e) Mention "Application for Support for Attending Online/Virtual Conference/ Course" in the subject line of the application email

A faculty member may email his/her complete application to the respective HOD.

3. If recommended by the respective HoD/Director, she/he is requested to forward the application email along with all attachments to: 'academicnodal.teqip@jadavpuruniversity.in' with a copy to: 'teqip.cell@jadavpuruniversity.in' along with his/her comments.  
**(Only those applications which are forwarded through this proper channel will be considered for funding)**
4. Only registration fees for virtual conferences in India or abroad are supported with a maximum limit of **Rs. 20,000**. Payments will be made on the actual basis. Original receipts/documents with a brief report on the impact on applicant's teaching, learning and research at JU must be submitted within **one week** after the completion of the event for reimbursement. The original receipt/documents and the report must be submitted in **hard-copy at the TEQIP cell**. Scanned copies of the receipts and relevant documents should be also mailed to: 'academicnodal.teqip@jadavpuruniversity.in' with a copy to teqip.cell@jadavpuruniversity.in within one week of the event.
5. Reimbursement will be made by the NPIU through its portal directly to the beneficiary's bank account after approval of submitted bills by JU and the NPIU. Any delay or other problems associated with the payment is not the responsibility of the University as payments will be made by the NPIU only.

(Chiranjib Bhattacharjee)  
Coordinator, TEQIP-III  
Jadavpur University

  
24/6/2020