

COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY

(Abstract)

Financial assistance to students of the University for participating International Seminars/
Conferences – Guidelines – Orders issued.

ACADEMIC 'A' SECTION

No.Ac.A3/Misc/2014

Dated, Kochi-22, 19.04.2018

- Read :
1. U.O. No. Ac.A3/Misc/2014(I) dated 05.12.2016.
 2. U.O. No. IQAC/Financial Assistance Students/2017 dated 11.10.2017.
 3. Minutes of the meeting of the IQAC Core Committee held on 11.10.2017.
 4. U.O. Note No. IQAC/Fin. Assistance Students/2017 dated 11.04.2018.

ORDER

Vide the reference cited (3) above the Director, IQAC informed that as per the U.O. refereed (1) above the Syndicate entrusted IQAC and as per U.O. refereed (2) above the Vice-Chancellor has entrusted IQAC Core Committee to formulate norms for awarding financial assistance to students of the University for participating in International Seminars/Conferences. The IQAC Core Committee meeting held on 30.01.2018 vide reference cited (3) above has examined the matter in detail and formulated the norms/guidelines for awarding financial assistance to students of the University for participating in the International Seminars/Conferences.

Considering the recommendations of the committee sanction is accorded by the Vice-Chancellor for the approval of the following:

1. Guidelines for providing financial assistance to students of the University for participating in Seminars/Conferences/Workshops organized by foreign institutions (appended).
2. To open a new head of account under plan grant with a provision of ₹10,00,000/- (Rupees Ten Lakhs only) for the financial year 2018-19 in this connection.

Orders are issued accordingly.

Sd/-

ABUBEKAR M.A.

JOINT REGISTRAR (ACADEMIC)

To:

1. The Heads/Directors/Principals of all Departments/Schools/Cochin University College of Engineering, Kuttanad.
2. The Director, IQAC
3. Finance Section – for necessary action for opening a new head of account
4. Academic B/C Sections
5. The Joint Director, Kerala State Audit Department
6. The Joint Registrars (Academic/Finance)
7. The Deputy Registrar (Administration II)/IRAA Section/Directorate of Public Relations and Publications
8. The Assistant Registrars (Finance/Cash/Audit/Admn.I/Accounts)
9. Audit/Accounts/IA&I/Cash/Ad.E Sections
10. PS to Vice-Chancellor/PS to Pro-Vice-Chancellor/PA to Registrar/PA to Finance Officer
11. Day File/Stock File/File Copy

Forwarded/By Order

Anima

SECTION OFFICER (ACADEMIC 'A')



COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY

Guidelines for providing Financial Assistance to Students of the University for participating in Seminars/ Conferences /Workshops organized by Foreign Institutions

These guidelines are applicable for providing financial assistance to full time students and full time research scholars of the university departments/schools/centres for participating in conferences/seminars/workshops organized by foreign institutions, as per the following norms:

1. The financial assistance is limited to full time students and full time research scholars of the University departments/schools/centres whose paper has been accepted for presentation in conferences/seminars/workshops organized by a foreign University/Institution /Society of high repute and having significant academic credibility.
2. Assistance shall be provided only to the presenting author.
3. Financial assistance by the university is limited to 75% of the expenses related to registration fee and travel including air travel in economy class.
4. Assistance shall not be given for attending training, summer/winter courses etc.
5. No scholar/student shall be considered eligible, if he/she had already availed the assistance under this scheme earlier during the present course of study.
6. Application for assistance shall be forwarded to the university through the research guide and head of the department in case of PhD scholars and through the head of the department for other students.
7. A brochure as well as details regarding the programme and organising institute shall be submitted along with the application.
8. A copy of the letter of invitation from the organiser and/or letter accepting the paper for presentation also shall be submitted along with the application.
9. Number of scholars/students for whom financial assistance can be provided in an year shall be based on the amount allocated by the university for this purpose.
10. If the number of applicants is more than the number approved for assistance at sl.no.(9), preference shall be given in the following order:
 - i. Preference shall be given to research scholars.
 - ii. Number of papers published in peer reviewed journals with impact factor.
 - iii. Number of papers published in peer reviewed journals without impact factor.
 - iv. Number of papers presented in international/ national conferences.
11. As and when an application is received, a committee comprising the following members shall verify eligibility of the application.
 - i. Pro Vice Chancellor - Chairman
 - ii. Director, IQAC - Convener
 - iii. Dean, Faculty of Technology
 - iv. Dean, Faculty of Engineering

The application shall be selected to provide financial assistance only if it is found eligible by the committee.


REGISTRAR
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