SAI RAJESWARI INSTITUTE OF TECHNOLOGY

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Application form to claim the Incentive

Name and Designation of the faculty					
Department					
Contact details	Mobile:			E-mail:	
Title of the paper/ Patent /Project/ FDP/Workshop/					
Name of the Journal/Conference /FDP/Workshop/Consultancy work					
Journal Indexing (SCI/Scopus/UGC)					
Journal or Patent details	ISSN No/ Patent Application number	International / National	Publication month & year	Issue no, volume no, page no.	Impact factor of Journal
Conference/ Workshops/ FDPs details	Venue and duration	International /National Conference		Publication month & year of proceeding	Page no. of proceedings

Bank details to credit the amount, if sanctioned:

Name of the account holder:

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Documents attached (Xerox):

1. Sanction order and proof of receipt of grants to the Institute
2. Hard copy of the complete paper/patent (Final Print after publishing)
3. Copy of Registration Fee/Processing Fee Receipt
4. Participation & Presentation certificate
5. Other any proof.

Date: Signature of the Faculty

Recommendations of the

HOD

A copy of the published paper submitted in the department? (Yes/No)

Amount recommended after scrutiny of details submitted:

Date:

Signature of the HOD

Verified by Dean, R&D

Date: Signature of the Dean R&D

Amount approved/not approved by the Principal:

Date: Signature of the Principal