



TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME (TEQIP – II)

Indian Institute of Engineering Science and Technology, Shibpur

(Formerly Bengal Engineering and Science University, Shibpur)

P.O. Botanic Garden, Howrah – 711 103, West Bengal, INDIA.

(Tel: 91-33-2668 4561 -63 Ext. 456; Tele- Fax: 91-33-2668 5186)

(E-mail: besu.teqip@gmail.com)

PROJECT STAFFS/M.E./M.TECH & UG STUDENTS/ RESEARCH SCHOLARS ENROLLED IN THE PH. D PROGRAM OF THE UNIVERSITY DOMESTIC TRAVEL TA/DA

	<u>Hotel Tariff/ Day (Rs.)</u>	<u>City Taxi Charges / Day up to Rs./Km</u>	<u>Max. Food Bill/ Day (Rs./Day)</u>	<u>Air</u>	<u>Rail</u>	<u>Road</u>
Project staffs/m.e./m.tech & ug students/ Research scholars enrolled in the ph. d program of the university	Rs. 750/-	Taxi Rs. 10/Km & auto Rs. 8/Km	Rs. 200/-	N.A.	AC-III	Own Cab/Taxi @Rs.16/Km Auto / own scooter Rs.8/Km



GUIDELINES FOR STUDENT ATTENDING CONFERENCES/WORKSHOPS/COURSES

Students need to provide the following while submitting the application form for funding from TEQIP-II:-

- a) Supporting Documents indicating the registration fees.
- b) Photocopy of Research Scholar's Registration/ Enrolment Certificate in IEST Shibpur
- c) UG/M.Tech Students Identity card (photocopy).
- d) Photocopy of the abstract of the accepted paper.
- e) Paper Acceptance letter (Must be submitted to TEQIP-II office before leaving to attend the conference/ workshop)
- f) Copy of Conference Brochure
- g) Acceptance declaration**


Students need to provide the following while submitting the final bill after returning from Conference:-

- a) Original ticket for the train fare (Eligible for 3 Tier-AC)
- b) Original Accommodation Bill (Eligible for maximum of Rs.750/- per day.)*
- c) Original Food Bill (Eligible for maximum of Rs.200/- per day.)*
- d) Original Taxi Rent Bill along with taxi number.
- e) Original receipt of registration fees.
- f) Photocopy of the certificate of presenting the paper.
- g) Proceedings of the presentation of the paper in the department.

* Accommodation and Food Bill only during Conference period will be paid. Accommodation and Food Bills during Journey period will not be paid.

****Acceptance declaration**

I understand and agree to provide all the documents mentioned in the "Guidelines" and unless I provide all the documents, I may not get the full reimbursement.


(Prasad Syam) 26/10/2016
Co-ordinator, TEQIP-II, IEST, Shibpur.