

IIIT-D/ACAD/Office Order/2018/ 35183

February 22, 2018

**OFFICE ORDER NO: 378/2018.**

**(Travel Assistance for B.Tech and M.Tech students')**

In supersession to the Office Order No.202/2014, Dated 09 September 2014, the Guidelines for the students of IIIT-D are as under:-

1. The travel assistance can be utilized by B.Tech and M.Tech students for the following Academic activities:-
  - A. Travel within India: For attending a Conference and presenting a paper based on his/her project/research work or attending a short term or training programme essential for carrying out the proposed research programme.
  - B. Travel outside India: For attending a Conference and presenting a paper based on his/her project/research work or attending a short term or training programme essential for carrying out the proposed research programme outside India.
  - C. Student Activity: Participating in a student activity such as paper presentation, model competition, and poster presentation not based on any mandatory academic assignment.
  - D. Travel for academic work: For academic work such as using an instrument or reference to a library in a different institution, or for collecting data as a part of his/her research work.
2. Travel support of ₹ 10, 000/- (maximum) will be allowed once to B.Tech students and Twice to M.Tech students during his/her entire study programme, which will include all operating expenses including travel, living, registration fees and its related costs. All other rules and/or norms for travel will be applicable as per institute guidelines.
3. In addition to the amount mentioned in "Para 2" above, an additional support of ₹25,000/- will be given to B.Tech/M.Tech students presenting papers in A\* level conference only. This will be limited to one author for the time being. Further, this will be in addition to current support of ₹ 10,000/- and any support that may be given by a Centre or a faculty member, or any external support, and is not tied to support that faculty of PhD students may get for the paper, if they are co-authors.

**NB:** To avail the facility of travel assistance, the students must apply on the prescribed form available URL: <http://iiitd.ac.in/academics/resources> website. The filled in forms must be submitted to the Academic Section with the recommendations from their supervisor(s) and Head of the department (HoD) at least one month prior to avail the assistance.

This is issued with the approval of competent authority.



**(Dr. B. Chandrasekar)**  
**Registrar**

**Copy to: (through email)**

1. All B.Tech & M.Tech students
2. All Faculty
3. Finance & Accounts
4. DOAA
5. UGC & PGC
6. All Heads of the Department (HoDs)
7. PS to Director (For kind information to Director)
8. Office order file