



Indraprastha Institute of Information Technology, Delhi

(A State University, established by Government of NCT Delhi)

Okhla Phase-III, New Delhi-110020

Website: <http://www.iiitd.ac.in>

IIITD/HR/OfficeOrder/34/2024-348

Date: 21/05/2024

OFFICE ORDER

No: 35/2024

Travel Assistance for B.Tech. and M.Tech. students

In supersession to the Office Order No.378/2018, dated February 22, 2018, the Board of Governors, in its 64th meeting held on March 27, 2024 has approved the increase of travel support to the B.Tech and M.Tech students to INR 20000 to attend conferences and other academic work.

Accordingly, the Guidelines for the students of IIIT-D are as under:-

- The travel assistance can be utilized by B.Tech and M.Tech students for the following Academic activities:-
 - 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.
 - 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.
 - Student Activity:** Participating in a student activity such as paper presentation, model competition, and poster presentation not based on any mandatory academic assignment.
 - 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.
- Travel support of INR 20000 (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.
- In addition to the amount mentioned in "Para 2" above, an additional support of INR 25000 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 INR 20,000 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. Deepika Bhaskar)
Registrar

Copy to: (through email)

- All B.Tech. & M.Tech. students
- All Faculty
- Finance & Accounts
- DOAA
- UGC & PGC
- All Heads of the Department (HoDs)
- PS to Director (For kind information to Director)