PROFORMA TO BE FURNISHED BY STUDENTS WHILE APPLYING FOR TRAVEL ADANCE UNDER GARP

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ student (S.R.No.\_\_\_\_\_\_\_) in the Department of E.C.E have been sanctioned travel advance of Rs.\_\_\_\_\_\_\_\_\_\_\_ from the Institute under GARP funds to attend the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Conference/Seminar to be held at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ during the period \_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_.

I hereby undertake to settle the Advance **within One month** from the date of completion of the conference/seminar by submitting the vouchers for the actual expenditure incurred (original vouchers only). In case, if I do not settle the advance within one month, the advance may please be recovered in five equal instalments from the Scholarships payable to me.

In case I do not/could not attend the conference, for any reasons, I undertake to return the full advance in one installment.

 SIGNATURE

 (SR No. )

 Forwarded by

 CHAIRMAN

 SEAL