

NOTIFICATION

The Vice Chancellor has been pleased to approve the following recommendations of the Overseas Scholarship and Travel Grant Committee made at its meeting of the Overseas Scholarship Committee held on 15.02.2019.

ITEM No 1. RULES REGARDING TRAVEL GRANT FOR NATIONAL CONFERENCES/WORKSHOPS

- i) Travel grant will be available only to the Punjab University regular faculty and officers. This grant cannot be claimed as a matter of right.
- ii) Travel grant will be given only for presentation of research paper in National conferences/workshops.
- iii) Travel grant will be granted if the conference/workshop is relevant to his/her subject and its significance duly recommended by his/her Head of the Department/Dean.
- iv) A scholar can avail travel grants in a fiscal year subject to availability of funds not exceeding from the limit of **Rs.75000/- per year** for travel grant.
- v) The travel grant will include registration fee for the national conference/workshop and TA/DA admissible as per University of the Punjab Rules, if these are not being provided by any other source.
- vi) In case of more than one author in a research paper, only one author (Speaker) will be granted travel grant. However, the paper already presented in a conference will not be allowed to re-present in any other conference.
- vii) The scholars requesting for the travel grant for presentation of paper in a Local/National Conference must apply to the Vice Chancellor, University of the Punjab 07 days before the conference date.
- viii) The travel grant may be granted subject to the approval of leave for the requested conference/workshop with the condition that the scholar will submit the proof of his/her attendance in the conference.
- ix) The scholars requesting for travel grant, will be required to provide the following documents along with their requests:-
 - a) Acceptance letter issued by the Organizers of the Conference
 - b) Conference Brochure
 - c) Hard copy of the paper to be presented in the conference
 - d) Anti plagiarism evaluation report
 - e) Requests should be forwarded through the Head of the Department and Dean of the faculty.

Note: Incomplete applications/requests will not be entertained.

Sd/-

DR. MUHAMMAD KHALID KHAN

Registrar

No. D/ 897 /Est.I

Dated: 18-3- /2019

Copy of the above is forwarded to the following for information and necessary action:-

1. Deans of the Faculties
2. All the Directors/Chairman/Principals of the Centers/
Departments/Colleges University of the Punjab
3. Heads of the Non Teaching Departments
4. Director General Gujranwala Campus
5. Administrator, Jhelum Campus
6. Director, (P&D) Wing

DR. MUHAMMAD KHALID KHAN

(Registrar)