

Student and Faculty Development Cell Department of Staff and Student Welfare Sumandeep Vidyapeeth

An Institution Deemed to be University
(Accredited -NAAC 'A' Grade with 3.53 CGPA on 4 point grade scale)
(Conferred with UGC- CATEGORY-1 status.)

At & Post Piparia, Taluka Waghodia, Vadodara 391760, Gujarat
commt.faculty_development@sumandeepvidyapeethdu.edu.in

APPLICATION FORM for ACADEMIC EVENT ORGANIZATION

ORGANIZING INSTITUTE: _____

ORGANIZING DEPARTMENT/BODY: _____

TYPE OF EVENT: () Conference () CME/CDE/CPE etc. () FDP () Workshop

() Other (specify): _____

LEVEL OF EVENT: () International () National () State/Regional () University

() Institute

THEME/TITLE OF THE EVENT:

DATE OF EVENT: _____ to _____ (DD/MM/YY)

Duration: _____ Days

EVENT COORDINATOR / ORGANIZING SECRETARY: _____

CONTACT NO.: _____ EMAIL: _____

TARGET AUDIENCE: Faculty (), Students (), Both Faculty and Students ()

REGISTRATION FEE: _____

EXPECTED NUMBER OF PARTICIPANTS: _____

EVENT VENUE: _____

NAME OF COLLABORATORS (IF ANY): _____

NAME OF SPONSORS (IF ANY): _____

DETAIL OF EXPERT/S INVITED:

Sr. No.	Name of Invitee	Designation & Affiliation	Contact No.	Email

(Use additional sheet, if required)

FINANCIAL DETAIL (TENTATIVE):

INCOME		EXPENDITURE	
Particular	Amount	Particular	Amount
Registration Fees		Travelling	
Funding from sponsorship (1)		Faraskhana*	
Funding from sponsorship (2)		Hotel Stay*	
Funding from Collaborator		Catering*	
Other		Miscellaneous (1)	
		(2)	
		(3)	
TOTAL		TOTAL	

(Attach detail income expenditure statement along with this form as an annexure if required)

(Will be directly paid through finance department, University)*

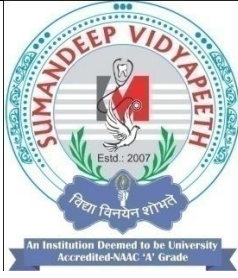
Amount of Deficit/Surplus : _____

Expected Funding from University: _____

Signature of Organizing Secretary

Approval from Head of Department:

Principal/ Dean's comments & Signature:



**Student and Faculty Development Cell
Department of Staff and Student Welfare
Sumandeep Vidyapeeth**

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(For office use)

Comments from Student and Faculty Development Cell:

**Chairperson
Student and Faculty Development Cell
Sumandeep Vidyapeeth**

Comments from Department of Staff and Student Welfare:

**Director
Staff And Student Welfare
Sumandeep Vidyapeeth**

Forwarded to Vice Chancellor, Sumandeep Vidyapeeth for approval: