

INDIAN INSTITUTE OF SCIENCE  
BANGALORE – 560 012



REQUEST FOR APPROVAL FOR  
CUMULATIVE PROFESSIONAL  
DEVELOPMENT ALLOWANCE  
(CPDA) – CONFERENCES

TICK ( ✓ ) APPROPRIATE COLUMN WHEREVER APPLICABLE

1. Name (in Capital Letters)		2. Designation		3. Department	
				Aerospace Engineering	
4. Employee No.			5. CPDA No.		
6. Whether	(a) Presenting a paper Yes _____ No _____			(b) Chairing a Session Yes _____ No _____	
7. DETAILS OF THE CONFERENCE					
(a) Title of the Conference			(b) Organized by		
(c) Duration	<u>From</u>	<u>To</u>	(d) Place of the Conference		
(e) Title of the Paper :					
(f) Whether accepted (Enclosed copy of acceptance)					
8. FINANCIAL REQUIREMENT					
a. Travel		b. Living Expenses		c. Registration Fee	
Rs.		Rs.		Rs.	
9. Assistance received / Anticipated from other sources : _____					
10. Funds required from CPDA of the Institute : _____					
11. Advance required (Advance will be regulated as per norms) : _____					
Certified that the information give above is true to the best of my knowledge & I herby undertake to submit the TA Bills and refund savings if any, to the Institution.					
Date:				Signature of the Staff Member	
Recommendation of the Chairperson of the Department			}		
Date:				Chairperson's Signature	
(FOR USE IN THE DIVISIONAL CHAIRMAN'S OFFICE)					
Forwarded to the Financial Controller W/c.					
Approved subject to availability of funds			<input type="checkbox"/>	Not Approved <input type="checkbox"/>	
Date :				Divisional Chairman's Signature	

CC: 1. Concerned Faculty, 2. Assistant Registrar, Unit 1A