

**World Academic – Industry Research Collaboration Organization
(WAIRCO)**

International Travel Support Scheme

1. About the Scheme

The scheme provides financial assistance for presenting a research paper in an international scientific conference. Full economy class air-fare by shortest route and visa fee are provided under the scheme. Registration Fee is provided to young scientist in addition to the above support.

2. Eligibility

- i) The applicant should be an eligible member of the WAIRCO.
- ii) The members can avail this support after the completion of one year as a member.
- iii) Applicant should be an active researcher engaged in R&D work. Young Scientists (below 35 years of age) working in academic institutions and research laboratories are eligible to apply for registration fee only to international scientific conference organized by WAIRCO.
- iv) The applicant should have at least Four WAIRCO conference publications as a member.
- v) The applicant should have an invitation for presenting a paper.
- vi) The applicant should not have availed financial assistance from WAIRCO under this Scheme during the last three years.
- vii) The scientific event should be of an international character. Invitation of personal nature such as for carrying out post-doctoral work, informal training programmes etc. will not be considered.
- viii) The application should be forwarded through proper channel and must reach at least **Three months prior to the date of the event.** Applications reaching below two months prior to the date of the event will be rejected.
- ix) **CANVASSING IN ANY FORM WILL DISQUALIFY THE APPLICANT FROM SEEKING TRAVEL AND OTHER SUPPORT FROM THE DEPARTMENT.**

3. Enclosures

The following documents are to be attached with the completed application:

- a) Bio-data of the applicant. The bio-data should contain, apart from other details, chronological list of last 5-year research publications.
- b) A copy of letter from parent institution and other national or international agencies conveying partial support for travel and other expenses, if any.
- c) A copy of letter of invitation from the organizer conveying acceptance of paper for presentation.

- d) A copy of Abstract of the paper to be presented by the applicant at the event.
 - e) Detailed announcement and the technical programmes of the event (Please attach photocopy of the announcement).
 - f) A certificate from Air-India indicating the cost of return air-fare by economy class by shortest route.
4. The Scientists may please ensure that all the essential documents mentioned in para 3 above are properly attached and tagged with the application, **INCOMPLETE APPLICATION WILL NOT BE CONSIDERED.**
5. The application complete in all respects together with enclosures as indicated at para 3 above, must reach the WAIRCO e-mail address travelgrant@worldairco.org at least **Three months prior to the commencement of the event.** If the application is not received in time, the request will not be considered.
6. The soft copy of the application may be mailed to:

travelgrant@worldairco.org

Subject of the e-mail should be: **“APPLICATION FOR INTERNATIONAL TRAVEL SUPPORT”.**

7. The results will be hosted in our web site about four weeks before the commencement of the event. The applicant can see the result in the WAIRCO website: www.worldairco.org; under the caption "Result of TGSS Meeting". Individual communications will be sent only to the recommended candidates.
8. The Department, in the event of selection, will initially issue a commitment letter. The amount will be reimbursed to the researcher only after his/her return to the country after participation in the event and submitting **a report and other details in prescribed proforma within one month from the date of the event.**

APPLICATION FORM

Important:

- i) Separate application should be submitted for each conference.
- ii) Information asked under item No. 10 must be filled appropriately.
- iii) Age will be considered as on the date of start of the event.
- iv) Complete application including all supporting documents must be **tagged** properly, and should reach **at least 3 Months before the commencement of the event.**
- v) The applicant can see the result in our website: www.worldairco.org; (under "NEWS") about four weeks in advance of the event.

NOTE: COMMITMENT FOR FUNDING MAY BE WITHDRAWN IF ANY OF THE INFORMATION FURNISHED BY THE APPLICANT IS FOUND TO BE FALSE AND THE CANDIDATE MAY BE DEBARRED FOR FUTURE SUPPORT FROM THE DEPARTMENT.

RECORD SHEET

(To be filled in by the applicant)

Note: Put '√' mark in appropriate places.

1. Applicant details

a) Application Category:

- i) Young Scientist ()
- ii) Senior Scientist ()

b) WAIRCO Membership No. :

c) Name of the applicant :

d) Designation :

e) Department :

f) Name of the University/Institution/College:

g) Full address :

h) City : State: Pin code:

i) Telephone No.:

i) Office : iv) Residence:

ii) Fax : v) E-mail :

iii) Mobile:

j) Age (as on date of the event) :

k) Date of birth :

l) Sex (M/F) :

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2. Whether belong to:

SC [] ST [] OBC [] General [] PH []

3. Event details:

A. Name of the international Conference:

B. Name of the Organizer(s) :

C. Venue & Country :

D. Start and End date of the conference :

E. Broad area of the event: (please Put '√' mark in appropriate place)

- | | |
|--------------------------|---------------------------------|
| i) Life Sciences | v) Earth & Atmospheric Sciences |
| ii) Physical Sciences | vi) Mathematical Sciences |
| iii) Chemical Sciences | vii) Agricultural Sciences |
| iv) Engineering Sciences | viii) Interdisciplinary |

4. Purpose of visit

i) Presenting paper :

ii) No. of papers to be presented :

iii) Whether single author / one of the authors :

5. Particulars of financial assistance the applicant is applying for/receiving from other sources/ Organizers for attending the international event:

i) Name of the funding agency :

ii) Sanctioned / Committed amount :

6. Anticipated expenses:

i) Total Air-fare by the shortest route in economy class (both ways):

ii) Visa fee :

iii) Amount of Registration fee (Applicable only for Young Scientist):

7. Details of International events attended during the last three years in chronological order:

Name of the Event	Date(s)	Venue

(Attach separate sheet)

8. Details of Travel Grants sponsored by WAIRCO previously: (Attach separate sheet)

Name of the Event	Date(s)	Venue	Reference No.

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9. Designation and address of authorized officers viz. Registrar/Finance Officer etc. to whom the Demand Draft should be sent. If your institution has an account in Bank of India, its account number and other relevant details may also be mentioned for transferring fund electronically.

Designation :

Address :

SBI A/c No. :

10. Proposed date of leaving India for the event and the likely date of return.

Departure :

Return :

11. Indicate clearly, the benefit expected to be derived by attending the event. (Attach separate sheet 100 words only)

12. Any other information which you may like to furnish in support of your application.

I declare that the information furnished above is correct and I have not availed support from the WAIRCO during the last three years under this scheme.

Date :

Place :

Signature of the Applicant

Signature of the Head of the Institution with seal

PROFORMA FOR BIO-DATA

1. Name and full address :

2. WAIRCO membership No.:
3. Institution :
4. Date of birth :
5. Age as on date of conference :
6. Whether belongs to SC/ST/OBC/PH :
7. Academic Qualification:

Degree	Subject	University/Institution	Year	% of marks

8. Work experience (in chronological order):

Institution	Designation	Period	Scale of pay

9. Area of Research:
10. Award / Price / Certificate etc. won by the applicant.
11. Publications (*enclose list of papers published during the last five years in chronological order and use separate sheet if necessary*).
12. List of patents (use separate sheet if necessary):
13. Books / Reports / General articles etc. (use separate sheet if necessary):

Signature of the Applicant

Please see the following checklist and ensure all documents mentioned in the checklist are enclosed with the application.

CHECK LIST:

- (a) One copy of the completed Application form.
- (b) Bio-data of the applicant which includes list of publications during last 5-years.
- (c) A copy of letters from parent or other national or international agencies conveying partial support for travel, and other expenses ,if any
- (d) A copy of letter of acceptance from the organizer for presenting a paper.
- (e) A copy of the paper to be presented by the applicant at the event.
- (f) Detailed announcement and technical programme of the event (Please attach photocopy of the announcement).
- (g) A certificate for Air-India indicating the cost of return air-fare by economy class by shortest route.