



INSTITUTE OF AERONAUTICAL ENGINEERING

(Autonomous)

Dundigal, Hyderabad – 500 043

APPLICATION FORM FOR FOREIGN TOURS

1	Name of the Faculty / Student		:				
2	Employee ID / Roll Number		:				
3	Designation / Year and Section		:				
4	Department		:				
5	Details of Proposed Tour		:				
	a)	Symposium/ Meeting/Visit/other <i>(Please specify with dates)</i>	:				
	b)	Nature of Participation: Invited talk / contributed paper / Collaboration / Observation <i>(Please attach the letter of invitation / acceptance of paper)</i>	:				
	c)	Abstract of talk/paper/other contribution <i>(please enclose)</i>	:				
6	Relevance of the tour to Institute's programs <i>(please state briefly)</i>		:				
7	Talk/presentation at IARE related to the proposed Tour <i>(please give schedule or proposed date)</i>		:				
8	a)	Anticipated Expenses Details	:				
		Mode of Travel		Amount			
		Fare (Both ways)	:				
		Visa Fee	:				
		Insurance Fee	:				
		Registration Fee	:				
		Accommodation	:				
		Local Expenses (Transport & DA)	:				
		Total	:				
9	b)	Financial Assistance Details	:				
	Agency	Travel	Visa	Registration	Accommodation	Local Expenses	Total
	IARE						
	Total						
8	Brief Scientific/Technical report of foreign tours and funds availed from IARE:						
	a)	During the current fiscal year	:				
	b)	During the previous 2 fiscal years	:				
9	Enclosures		:				
Date:				Signature			
General Guidelines							
1) All applicants are required to present seminar/talks/reports on the science/science goals of the pro-posed tour.							
2) Applicants requesting financial support from the Institute should also have made applications, wherever possible, for support from external sources [e.g. Organisers, and/or other National funding agencies]							
3) All foreign tour application should be submitted directly to the office of the Principal. The applications of graduate students should be forwarded to the Principal by their Class Incharges / Mentors / HOD.							
4) Applications should be made well in advance, at least 3 weeks before the proposed dates for the tour.							
Approved / Not Approved							
				Principal			