



**ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION, HYDERABAD  
PROFORMA FOR SEEKING FINANCIAL ASSISTANCE FOR THE CONDUCT OF  
NATIONAL / INTERNATIONAL SEMINARS / CONFERENCES / SYMPOSIA**

1. University /College :  
(with address and  
contact no. & email ID)
  
2. Name of Department(s) organizing the :  
event
  
3. Title of the proposed :  
Seminar/Conference/ Symposium
  
4. Whether National / International :
  
5. Proposed date(s) of the Seminar/  
Conference /Symposium
  
6. Objectives of the Seminar/Conference/ : (i)  
Symposium (ii)  
(iii)
  
7. Brief Abstract of the proposal (in 250 :  
words) outlining its relevance and  
possible contribution to the existing body  
of knowledge
  
8. Details of research undertaken in the  
area of the proposed Seminar /  
Conference / Symposium

9. Expected Number of Participants :
- (1) Local :
- (2) State Level :
- (3) From other States :
- (4) International :
10. List of Resource Persons proposed to be invited and their areas of specialization :
12. Number of papers expected for presentation
- (i) From outstation participants :
- (ii) From Local participants :
- (iii) From the Faculty of the Department :
13. Estimated Expenditure for the Seminar / Conference /Symposium (give item-wise details)
- (i) TA & DA for Foreign delegates, if any :
- (ii) TA, DA & Honorarium for Resource Persons :
- (iii) TA & DA for paper presenters, if any :
- (iv) Printing & Stationery :
- (v) Local Hospitality :
- (vi) Other items :
- TOTAL
14. Funding by the University / College concerned
15. Funds sanctioned by / requested from other agencies
16. Composition of the Organizing Committee of the Seminar :
17. Authority responsible for settlement of financial assistance :

18. Name and designation of the Director / Convener / Organizing Secretary of the Seminar / Conference / Symposium with contact number & e-mail ID
- (i) Teaching Experience :
- (ii) Area of specialization :
- (iii) Number of research publications : National : International:
- (iv) Number of Ph.D.s produced :
- (v) Number of Research Projects completed
- (vi) Number of Research Projects in progress
- (vii) Number of Seminars/Conferences : National: International: organized

19. Has the Department of the University / College organized any Seminars/Conferences/Symposia earlier? If yes, give the details of the Seminars organized during the last three years.

Sl. No.	Title of the Seminar / Conference / Symposium	National / International	Year & Date	Financial Assistance received from APSCHE / Other Funding Agencies	Whether Audited accounts were submitted to APSCHE	Date of Submission

20. Information about the research work of the faculty of the department in the broad area of the seminar / conference / symposium

Sl. No.	Total No. of books in the last 5 Years	Research Papers in the last 5 years	Academic visits abroad in the last 5 years	Number of Major Research Projects completed in the last 5 years	Number of Major Research Projects in progress in the last 5 years

**Signature of the Seminar Organizer / Head / Dean / Principal**

**Recommendations of the Registrar and the Vice-Chancellor**