

FATHER MULLER CHARITABLE INSTITUTIONS
GUIDELINES FOR INTERNATIONAL PAPER PRESENTATION FOR STUDENTS

06 MAY 2017

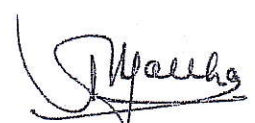
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In order to promote research culture in undergraduate students, the Institution is instituting International travel grants for Undergraduate students to present their research work in the International Medical/ Paramedical / Nursing conferences.

The following terms & conditions are applicable to the students of Father Muller Medical College & Allied Health Sciences, Father Muller College of Speech & Hearing, Father Muller Homoeopathic Medical College, Father Muller College of Nursing & School of Nursing.

1. Two International travel grants are available per year to Father Muller Medical College and one each for all other respective Educational units.
2. All undergraduate students are eligible to apply provided he/she should be the first author for research work.
3. Grant will cover 50% economy/ apex air fare to travel to and fro i.e only air- fare amount from the point of embarkation. This will not cover local travel fare.
4. Applicant should submit three copies of the research paper to be presented at the conference, along with the letter of acceptance by the conference organizers.
5. Other co- authors (if any) should sign the copy of the research paper & submit for approval.
6. The format for applying travel grant.
 - Name of the student as per college records.
 - Institution Name.
 - Title of the Project.
 - Investigator.
 - Co-investigator.
 - Name of the Guide.
 - Briefly write why he/she deserves the grant.
7. The applications should reach the office of the Dean/ Principal at least 8 weeks prior to the conference.
8. The application should be forwarded through the Guide/ Head of the Department to the Dean/ Principal of the respective colleges.
9. If applicant is receiving any financial support from any other source details of the same to be informed.
10. The travel grant request will be scrutinized by the committee constituted by the Director and their decision is final.
11. The selected student will be informed in writing.
12. The student who is awarded the travel grant should submit the following after returning from conference:- The amount will be reimbursed thereafter only.
 - Copy of the attendance certificate which is attested/ or original should be produced.
 - Boarding pass, copy of the tickets in original.
 - A brief report of the conference with 2-3 photographs of the presentation at the conference.
 - Any other details if required by the management.

These guidelines come into effect from 01.05.2017.


Rev. Fr Richard A. Coelho
DIRECTOR IN-CHARGE

C.C To: Administrator- FMMC / Administrator - FMHMCH / Dean - FMMC / Principal - HMC /
Principal- CON / Principal- SON / Principal- BASLP / HRM / Accounts Dept. / File

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