



I.W. Ref/SL.NO-179/Entered by
AR 14.02.2020

Office of International Relations
Indian Institute of Technology Kharagpur
Kharagpur – 721 302

No: 711/2020/OIR

Date: 16/01/2020

NOTE: Travel approval for 3rd National Level workshop for the SII Partner Institutes (7th Feb, 2020)

IIT Kharagpur has been invited to attend by Study in India (SII) to attend the 3rd National Level workshop for the SII Partner Institutes to be conducted on 7th Feb, 2020 in New Delhi.

IIT Kharagpur has been a partner Institute of Study in India since the latter's inception in 2018 and have benefited through multiple applications for PG and doctoral studies from SII target regions.

In light of the growing importance and our emphasis on internationalisation, it is proposed that

- a. Associate Dean (IR) represents the Institute at the event during Feb 6-9, 2020
- b. The extra day (~~Dec 8, 2020~~^{Feb}) be used for meetings at IIT Delhi regarding ASEN doctoral scholarship program of MHRD, as well as meetings with some alumni and corporate houses on IR/CSR fund raising.
- c. Expenses for the trip be paid from IR Operating Funds

The above is placed for your kind consideration and approval.

Bhattacharya
Associate Dean IR

20/01/2020

Dean IR

Dy. Director

S. Bhattacharya
20/01/2020

I approved
S. Bhattacharya
20/01/2020

To. Dy. Director

Subsequent to my earlier letter, the date of SII workshop has been shifted to Feb 10, 2020 due to Delhi election. As a result, I shall have to postpone my return trip to Feb 10, 2020 from Feb 9, 2020. This is to request you to allow me to:

- a) stay for the extra day in Delhi to attend the workshop
- b) charge the flight charge changes to the IR operating fund.

Placed for your consideration and approval

Bhattacharya
30/01/2020