

Office of International Relations (OIR)
Indian Institute of Technology
Kharagpur – 721 302



REF: 2002/2023/OIR

Dated: 05.10.2023

NOTE

Sub: Approval for the visit of 7 foreign delegates from various countries under the International Conference on Functional Materials (ICFM-2024) at IITKGP during January 08-12, 2024.

The following visitors from Germany, Chile, Japan, Korea, UK and USA are scheduled to visit IIT Kharagpur during January 08 – 12, 2024 to deliver an invited talk at the International Conference on Functional Materials (ICFM-2024).

1. Dr. Christian Pithan
2. Prof. Jesus Jacobo Hernandez Montelongo
3. Prof. Yuki Sato
4. Prof. Unyong Jeong
5. Prof. Patrick Parkinson
6. Prof. Lutz Waldecker
7. Prof. Diana Yuan Qiu

The faculty coordinator of their visit is Prof. Prasana Kumar Sahoo of Materials Science Centre. As per the document submitted (enclosed no. Flag-ii) it is understood that their local travel, stay and food will be cover from the registration fees of the International Conference on Functional Materials (ICFM-2024) fund and all international air travel expenditure from their originating country to India and back will be arranged by the visitors.

The supporting documents of the visit are enclosed. The Director is requested to kindly approve the visit.

This is placed for your kind consideration and approval.

Encl: (i) Filled up Ministry Clearance Form

(ii) Issuance of Visa Form

(iii) Copy of Email Correspondence

Arup K. Roy 05.10.23

Junior IR-Executive

Junior Assistant

Associate Dean AA&IR

Approved
Dean Outreach & AA
09/10/2023
Director



**Office of International Relations
Indian Institute of Technology
Kharagpur-721302**

**FORM FOR MINISTRY CLEARANCE
GOVERNMENT OF INDIA
FOR VISIT OF FOREIGN NATIONALS TO
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR, INDIA**

1	Name :	PITHAN, Christian
2	Nationality :	German
3	Date of birth :	08.07.1966
4	Place of birth :	Karlsruhe
5	Number, Date & Place of Issue of Passport :	C768XC4G8, 24.09.2019, Stadt Jülich (Germany)
6	Visa Number (if available)	
7	Current residential address :	Josef-Wimmer-Straße 9, D-52428 Jülich-Selgersdorf (Germany)
8	Permanent residential address :	Josef-Wimmer-Straße 9, D-52428 Jülich-Selgersdorf (Germany)
9.	Profession :	Scientist & Professor
10.	Place of Employment:	Forschungszentrum Jülich GmbH, D-52428 Jülich (Germany)
11.	Academic Credentials:	Doctor of Science (Ph.D. University of Stuttgart, Germany) Adjunct Professor (National Sun-Yat Sen University, Kaohsiung, Taiwan)
12.	Purpose of visit:	To deliver an invited talk at the International Conference on Functional Materials-2024 (ICFM-2024) at IIT Kharagpur
13.	Period of visit:	January 2024 (Tentatively 06.01.2024 until 14.01.2024)
14.	Email:	c.pithan@fz-juelich.de
15.	Day time Phone:	00-49-2461-61.5016
16.	Address of Indian Embassy where you will be applying for your visa:	Consulate General of India, Friedrich-Ebert-Anlage 26 60325 Frankfurt am Main (Germany)
17.	Coordinator of your visit at IITKGP/Dept :	Prof. Prasana Kumar Sahoo Materials Science Centre, Phone Number +91-7894525638



**Office of International Relations
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**FORM FOR MINISTRY CLEARANCE
GOVERNMENT OF INDIA
FOR VISIT OF FOREIGN NATIONALS TO
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR, INDIA**

1	Name :	Yukio Sato
2	Nationality :	Japanese
3	Date of birth :	Feb. 2 nd , 1979
4	Place of birth :	Iizuka, Fukuoka
5	Number, Date & Place of Issue of Passport :	TT2057669
6	Visa Number (if available)	
7	Current residential address :	404, 5-10-79, Hotakubo, Higashi-ku, Kumamoto, 862-0926, JAPAN
8	Permanent residential address :	1-767, Yoshiomachi, Iizuka, Fukuoka, JAPAN
9.	Profession :	Professor
10.	Place of Employment:	Kumamoto University
11.	Academic Credentials:	Ph. D.
12.	Purpose of visit:	To deliver an invited talk at ICFM 2024
13.	Period of visit:	January 7 – 14, 2024
14.	Email:	sato-yukio@kumamoto-u.ac.jp
15.	Day time Phone:	+81-96-342-2281
16.	Address of Indian Embassy where you will be applying for your visa:	Consulate General of India, 10F, Semba I.S. Bldg, 1-9-26, Kyutaromachi, Chuo-ku, Osaka 541-0056 (Japan)
17.	Coordinator of your visit at IITKGP/Dept :	Prof. Prasana Kumar Sahoo Materials Science Centre, Phone Number +91-7894525638



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**FORM FOR MINISTRY CLEARANCE
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INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR, INDIA**

1	Name :	Unyong Jeong
2	Nationality :	Korean
3	Date of birth :	1972.05.07
4	Place of birth :	Gwangju
5	Number, Date & Place of Issue of Passport :	M649K8336 Apr.13, 2022 Pohang
6	Visa Number (if available)	
7	Current residential address :	Jigok-ro 155, POSTECH faculty apt. 4-304, Namgu, Pohang, Gyeongbuk, Korea 37673
8	Permanent residential address :	Jigok-ro 155, POSTECH faculty apt. 4-304, Namgu, Pohang, Gyeongbuk, Korea 37673
9.	Profession :	Professor
10.	Place of Employment:	Pohang University of Science and Technology
11.	Academic Credentials:	Ph.D.
12.	Purpose of visit:	To deliver an invited talk at the International Conference on Functional Materials-2024 (ICFM-2024) at IIT Kharagpur
13.	Period of visit:	Jan. 8, 2024 – Jan. 12, 2024
14.	Email:	ujeong@postech.ac.kr
15.	Day time Phone:	+82-10-6249-3909
16.	Address of Indian Embassy where you will be applying for your visa:	Dokseodang-ro 102, Yongsan, Seoul, Korea
17.	Coordinator of your visit at IITKGP/Dept :	Prof. Prasana Kumar Sahoo Materials Science Centre, Phone Number +91-7894525638



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**FORM FOR MINISTRY CLEARANCE
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INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR, INDIA**

1	Name :	Patrick Parkinson
2	Nationality :	British/Irish (Dual). Travelling on British Passport.
3	Date of birth :	26/April/1983
4	Place of birth :	Nottingham, United Kingdom
5	Number, Date & Place of Issue of Passport :	No: 533247340 Date of Issue: 14/Dec/2015 Place: HMPO/UK
6	Visa Number (if available)	Not yet applied
7	Current residential address :	24 Buckingham Road, Poynton, SK12 1JH, UK
8	Permanent residential address :	As above
9.	Profession :	University Lecturer
10.	Place of Employment:	University of Manchester
11.	Academic Credentials:	DPhil (PhD) Oxford, 2009, MPhys (MSc) Oxford, 2005
12.	Purpose of visit:	Invited talk at conference ICFM 2024, IIT Kharagpur
13.	Period of visit:	Approx 8 th – 12 th January 2024
14.	Email:	Patrick.parkinson@manchester.ac.uk
15.	Day time Phone:	+44-(0)161-2751023
16.	Address of Indian Embassy where you will be applying for your visa:	London, United Kingdom
17.	Coordinator of your visit at IITKGP/Dept :	Prof. Prasana Kumar Sahoo



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**FORM FOR MINISTRY CLEARANCE
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1	Name :	Lutz Waldecker
2	Nationality :	Germany
3	Date of birth :	03.03.1986
4	Place of birth :	Heidelberg
5	Number, Date & Place of Issue of Passport :	C3K6M9YH8 Date of Issue: 19.12.2014 Place of Issue: Berlin
6	Visa Number (if available)	
7	Current residential address :	Papiermühlenweg 30, 52070 Aachen
8	Permanent residential address :	Papiermühlenweg 30, 52070 Aachen
9.	Profession :	Physicist, Employee of RWTH Aachen University
10.	Place of Employment:	Aachen
11.	Academic Credentials:	PhD
12.	Purpose of visit:	To deliver an invited talk at the International Conference on Functional Materials-2024 (ICFM-2024) at IIT Kharagpur
13.	Period of visit:	Jan 09 – Jan 11
14.	Email:	waldecker@physik.rwth-aachen.de
15.	Day time Phone:	
16.	Address of Indian Embassy where you will be applying for your visa:	Frankfurt am Main
17.	Coordinator of your visit at IITKGP/Dept :	Prof. Prasana Kumar Sahoo Materials Science Centre, IIT Kharagpur



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**FORM FOR MINISTRY CLEARANCE
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1	Name :	Diana Yuan Qiu
2	Nationality :	United States of America
3	Date of birth :	21/07/1989
4	Place of birth :	Minnesota, USA
5	Number, Date & Place of Issue of Passport :	555668845, 12/12/2016, USA
6	Visa Number (if available)	
7	Current residential address :	150 Harbour Close unit 307, New Haven, CT 06519
8	Permanent residential address :	150 Harbour Close unit 307, New Haven, CT 06519
9.	Profession :	Assistant professor
10.	Place of Employment:	Yale University
11.	Academic Credentials:	Ph.D. from UC Berkeley, 2017
12.	Purpose of visit:	To deliver an invited talk at the International Conference on Functional Materials-2024 (ICFM-2024) at IIT Kharagpur
13.	Period of visit:	January 9-11, 2024
14.	Email:	Diana.qiu@yale.edu
15.	Day time Phone:	+1 719 210 6447
16.	Address of Indian Embassy where you will be applying for your visa:	2107 Massachusetts Avenue, NW Washington, DC 20008
17.	Coordinator of your visit at IITKGP/Dept :	Prof. Prasana Kumar Sahoo Materials Science Centre, Phone Number +91-7894525638



Office of International Relations Indian Institute of Technology Kharagpur-721302

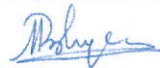

FORM FOR MINISTRY CLEARANCE GOVERNMENT OF INDIA FOR VISIT OF FOREIGN NATIONALS TO INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR, INDIA

1	Name :	Jesús Jacobo Hernández Montelongo
2	Nationality :	Mexican
3	Date of birth :	13/12/1979
4	Place of birth :	Guadalajara, Jalisco, Mexico
5	Number, Date & Place of Issue of Passport :	G28683301, 13/04/2018, Santiago
6	Visa Number (if available)	
7	Current residential address :	San Ernesto 990, Depto 512, Temuco, Chile
8	Permanent residential address :	San Ernesto 990, Depto 512, Temuco, Chile
9.	Profession :	Professor
10.	Place of Employment:	Catholic University of Temuco
11.	Academic Credentials:	<ul style="list-style-type: none">• Doctorate in Advanced Materials and Nanotechnology (2013), with an outstanding qualification and mentions of Doctor Europeus and Cum Laude. Autonomous University of Madrid, Spain.• Degree in Chemical Engineering (2007). University of Guadalajara, Mexico.
12.	Purpose of visit:	Attending the International Conference on Functional Materials-2024 (ICFM-2024) and undertaking a scientific stay in the Materials Science Centre, IIT Kharagpur, India
13.	Period of visit:	From January 2 to January 30.
14.	Email:	jacobo.hernandez@uct.cl jacobo.h.montelongo@gmail.com
15.	Day time Phone:	+56 9 72220 758
16.	Address of Indian Embassy where you will be applying for your visa:	Alcántara 971, Las Condes Santiago, Chile
17.	Coordinator of your visit at IITKGP/Dept :	Prof. Prasana Kumar Sahoo Materials Science Centre, IIT Kharagpur



**Office of International Relations
Indian Institute of Technology
Kharagpur-721302**

Request for issuance of visa invitation letter to foreign citizens

Invitee details	
Name of the visitor:	Dr. Christian Pithan
Address and contact details:	Forschungszentrum Jülich GmbH, Peter Grünberg Institute PGI 7: Electronic Materials, D-52428 Jülich, Office: Building 04.6, Room 53 (0)2461-61.5016 ; FAX: (0)2461-61.2550 Email : c.pithan@fz-juelich.de
Citizenship:	German
Date of birth:	08/07/1966
Organization:	Forschungszentrum Jülich GmbH, D-52428 Jülich
Details of visit	
Host Dept/School/ Centre/ Office:	Materials Science Centre
Activity to be undertaken at IITKGP:	To deliver an invited talk at the International Conference on Functional Materials-2024 (ICFM-2024) at IIT Kharagpur
Intended duration of stay at IITKGP :	Jan. 8, 2024 – Jan. 12, 2024
Support provided by IITKGP (local travel, stay, food, honorarium, any other). Please give details of each type of support with funding source and proof:	Local Travel, Stay, Food and Accommodation Funding Source: Conference registration fees will cover all these expenses
Support provided by any other organization incl. personal resources. Please give details and proof:	NA
Invited by	
Name, affiliation and signature of host:	Prof. Prasana Kumar Sahoo Materials Science Centre, IIT Kharagpur Phone Number +91-7894525638  <small>Dr. Prasana Kumar Sahoo Assistant Professor Materials Science Centre Indian Institute of Technology Kharagpur Kharagpur-721302, India.</small>
Recommended by Registrar/ HoD/ HoS/ HoC/ Dean (as appropriate)	Prof. Subhasish Basu Majumder Head, Materials Science Centre IIT Kharagpur  <small>Head Materials Science Centre I.I.T. Kharagpur-721302,</small>

Please note: Govt. rules will be followed regarding issuance of visa invitation letters



**Office of International Relations
Indian Institute of Technology
Kharagpur-721302**

Request for issuance of visa invitation letter to foreign citizens

Invitee details	
Name of the visitor:	Prof. Jesús Jacobo Hernández Montelongo
Address and contact details:	Temuco Catholic University, Temuco, Chile Email: jacobo.hernandez@uct.cl +56 9 72220 758
Citizenship:	Mexican
Date of birth:	13/12/1979
Organization:	Temuco Catholic University, Chile
Details of visit	
Host Dept/School/ Centre/ Office:	Materials Science Centre
Activity to be undertaken at IITKGP:	To deliver an invited talk at the International Conference on Functional Materials-2024 (ICFM-2024) at IIT Kharagpur
Intended duration of stay at IITKGP :	Jan. 2, 2024 – Jan. 30, 2024
Support provided by IITKGP (local travel, stay, food, honorarium, any other). Please give details of each type of support with funding source and proof:	Local Travel, Stay, Food and Accommodation Funding Source: Conference registration fees will cover all these expenses
Support provided by any other organization incl. personal resources. Please give details and proof:	NA
Invited by	
Name, affiliation and signature of host:	Prof. Prasana Kumar Sahoo Materials Science Centre, IIT Kharagpur Phone Number +91-7894525638 <small>Dr. Prasana Kumar Sahoo Assistant Professor Materials Science Centre Indian Institute of Technology Kharagpur Kharagpur-721302, India</small>
Recommended by Registrar/ HoD/ HoS/ HoC/ Dean (as appropriate)	Prof. Subhasish Basu Majumder Head, Materials Science Centre IIT Kharagpur <small>Head Materials Science Centre I.I.T. Kharagpur-721302</small>

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**Office of International Relations
Indian Institute of Technology
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Request for issuance of visa invitation letter to foreign citizens

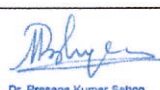

Invitee details

Name of the visitor:	Prof. Yukio Sato
Address and contact details:	Institute of Research and Education on Semiconductor and Digital Sciences, Kumamoto University 404, 5-10-79, Hotakubo, Higashi-ku, Kumamoto, 862-0926, JAPAN sato-yukio@kumamoto-u.ac.jp , +81-96-342-2281
Citizenship:	Japanese
Date of birth:	Feb. 2 nd , 1979
Organization:	Kumamoto University

Details of visit

Host Dept/School/ Centre/ Office:	Materials Science Centre
Activity to be undertaken at IITKGP:	To deliver an invited talk at the International Conference on Functional Materials-2024 (ICFM-2024) at IIT Kharagpur
Intended duration of stay at IITKGP :	Jan. 8, 2024 – Jan. 12, 2024
Support provided by IITKGP (local travel, stay, food, honorarium, any other). Please give details of each type of support with funding source and proof:	Local Travel, Stay, Food and Accommodation Funding Source: Conference registration fees will cover all these expenses
Support provided by any other organization incl. personal resources. Please give details and proof:	NA

Invited by

Name, affiliation and signature of host:	Prof. Prasana Kumar Sahoo Materials Science Centre, IIT Kharagpur Phone Number +91-7894525638	 <small>Dr. Prasana Kumar Sahoo Assistant Professor Materials Science Centre Indian Institute of Technology Kharagpur Kharagpur - 721302, India</small>
Recommended by Registrar/ HoD/ HoS/ HoC/ Dean (as appropriate)	Prof. Subhasish Basu Majumder Head, Materials Science Centre IIT Kharagpur	 <small>Head Materials Science Centre I.I.T. Kharagpur-721302</small>

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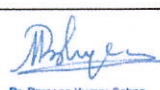

Invitee details

Name of the visitor:	Prof. Unyong Jeong
Address and contact details:	Department of Materials Science and Engineering, Pohang University of Science and Technology (POSTECH), 77, Cheongam-ro, Nam-gu, Pohang-si, Gyeongsangbuk-do, Korea E-mail : ujeong@postech.ac.kr Tel: +82-54-279-2148
Citizenship:	Korean
Date of birth:	07/05/1972
Organization:	Pohang University of Science and Technology, Korea

Details of visit

Host Dept/School/ Centre/ Office:	Materials Science Centre
Activity to be undertaken at IITKGP:	To deliver an invited talk at the International Conference on Functional Materials-2024 (ICFM-2024) at IIT Kharagpur
Intended duration of stay at IITKGP :	08-01-2024 to 12-01-2024
Support provided by IITKGP (local travel, stay, food, honorarium, any other). Please give details of each type of support with funding source and proof:	Local Travel, Stay, Food and Accommodation Funding Source: Conference registration fees will cover all these expenses
Support provided by any other organization incl. personal resources. Please give details and proof:	NA

Invited by

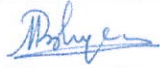

Name, affiliation and signature of host:	Prof. Prasanna Kumar Sahoo Materials Science Centre, IIT Kharagpur Phone Number +91-7894525638	 <small>Dr. Prasanna Kumar Sahoo Assistant Professor Materials Science Centre Indian Institute of Technology Kharagpur Kharagpur - 721302, India</small>
Recommended by Registrar/ HoD/ HoS/ HoC/ Dean (as appropriate)	Prof. Subhasish Basu Majumder Head, Materials Science Centre IIT Kharagpur	 <small>Head Materials Science Centre I.I.T. Kharagpur-721302</small>

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**Office of International Relations
Indian Institute of Technology
Kharagpur-721302**

Request for issuance of visa invitation letter to foreign citizens

Invitee details	
Name of the visitor:	Prof. Patrick Parkinson
Address and contact details:	Department Head of Research & UKRI Future Leaders Fellow, Department of Physics and Astronomy & The Photon Science Institute, University of Manchester, A: Alan Turing Building, Oxford Road, Manchester, M13 9PL, United Kingdom Email: patrick.parkinson@manchester.ac.uk ; +44-(0)161-2751023
Citizenship:	British
Date of birth:	26/April/1983
Organization:	University of Manchester, UK
Details of visit	
Host Dept/School/ Centre/ Office:	Materials Science Centre
Activity to be undertaken at IITKGP:	To deliver an invited talk at the International Conference on Functional Materials-2024 (ICFM-2024) at IIT Kharagpur
Intended duration of stay at IITKGP :	Jan. 8, 2024 – Jan. 12, 2024
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Support provided by any other organization incl. personal resources. Please give details and proof:	NA
Invited by	
Name, affiliation and signature of host:	Prof. Prasana Kumar Sahoo Materials Science Centre, IIT Kharagpur Phone Number +91-7894525638  <small>Dr. Prasana Kumar Sahoo Assistant Professor Materials Science Centre Indian Institute of Technology Kharagpur Kharagpur- 721302, India</small>
Recommended by Registrar/ HoD/ HoS/ HoC/ Dean (as appropriate)	Prof. Subhasish Basu Majumder Head, Materials Science Centre IIT Kharagpur  <small>Head Materials Science Centre I.I.T. Kharagpur-721302</small>

Please note: Govt. rules will be followed regarding issuance of visa invitation letters

Updated October 4, 2023



**Office of International Relations
Indian Institute of Technology
Kharagpur-721302**

Request for issuance of visa invitation letter to foreign citizens

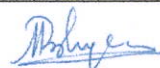

Invitee details	
Name of the visitor:	Prof. Lutz Waldecker
Address and contact details:	2nd Institute of Physics A, Department of Physics, RWTH Aachen University, Aachen, Germany Email: waldecker@physik.rwth-aachen.de
Citizenship:	Germany
Date of birth:	03/03/1986
Organization:	RWTH Aachen University, Aachen, Germany
Details of visit	
Host Dept/School/ Centre/ Office:	Materials Science Centre
Activity to be undertaken at IITKGP:	To deliver an invited talk at the International Conference on Functional Materials-2024 (ICFM-2024) at IIT Kharagpur
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Support provided by any other organization incl. personal resources. Please give details and proof:	NA
Invited by	
Name, affiliation and signature of host:	Prof. Prasana Kumar Sahoo Materials Science Centre, IIT Kharagpur Phone Number +91-7894525638 <small>Dr. Prasana Kumar Sahoo Assistant Professor Materials Science Centre Indian Institute of Technology Kharagpur Kharagpur-721302, India</small>
Recommended by Registrar/ HoD/ HoS/ HoC/ Dean (as appropriate)	Prof. Subhasish Basu Majumder Head, Materials Science Centre IIT Kharagpur <small>Head Materials Science Centre I.I.T. Kharagpur-721302</small>

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**Office of International Relations
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Kharagpur-721302**

Request for issuance of visa invitation letter to foreign citizens

Invitee details	
Name of the visitor:	Prof. Diana Yuan Qiu
Address and contact details:	Mechanical Engineering & Materials Science, 810 West Campus Dr, Rm A145, New Haven, CT 06516, Yale University, USA Email: diana.qiu@yale.edu +1 719 210 6447
Citizenship:	United States of America
Date of birth:	21/07/1989
Organization:	Yale University, USA
Details of visit	
Host Dept/School/ Centre/ Office:	Materials Science Centre
Activity to be undertaken at IITKGP:	To deliver an invited talk at the International Conference on Functional Materials-2024 (ICFM-2024) at IIT Kharagpur
Intended duration of stay at IITKGP :	08-01-2024 to 12-01-2024
Support provided by IITKGP (local travel, stay, food, honorarium, any other). Please give details of each type of support with funding source and proof:	Local Travel, Stay, Food and Accommodation Funding Source: Conference registration fees will cover all these expenses
Support provided by any other organization incl. personal resources. Please give details and proof:	NA
Invited by	
Name, affiliation and signature of host:	Prof. Prasana Kumar Sahoo Materials Science Centre, IIT Kharagpur Phone Number +91-7894525638  <small>Dr. Prasana Kumar Sahoo Assistant Professor Materials Science Centre Indian Institute of Technology Kharagpur Kharagpur-721302, India</small>
Recommended by Registrar/ HoD/ HoS/ HoC/ Dean (as appropriate)	Prof. Subhasish Basu Majumder Head, Materials Science Centre IIT Kharagpur  <small>Head Materials Science Centre I.I.T. Kharagpur-721302</small>

Please note: Govt. rules will be followed regarding issuance of visa invitation letters

Re: VISA/Ministry Related Documents [Invitation to deliver a talk at ICFM 2024_Jan 9-11 @ IIT Kharagpur]

From : Dr. Prasana K Sahoo
<prasana@matsc.iitkgp.ac.in>

Tue, Oct 03, 2023 10:39 AM

 4 attachments

Subject : Re: VISA/Ministry Related Documents
[Invitation to deliver a talk at ICFM
2024_Jan 9-11 @ IIT Kharagpur]

To : IIT Kharagpur Office of Dean, International
Relations <ir-office@adm.iitkgp.ac.in>

Cc : Subhasish B Majumder
<subhasish@matsc.iitkgp.ac.in>, Chacko
Jacob <cxj14_holiday@yahoo.com>

Dear Arup,
Please find attached another international speakers document. Do we need to send the
passport copies of all these visitors?

Anticipating a line in reply will be well appreciated.

Regards
Prasana

Prasana Kumar Sahoo, Assistant Professor,
Quantum Materials and Device Research Lab (QMDrL)
Materials Science Centre, Indian Institute of Technology Kharagpur,
Kharagpur, West Bengal, 721302, India
Ph.: +91-32222-83980 (O), 69570 (Lab)

From: "Prof. Prasana Kumar Sahoo" <prasana@matsc.iitkgp.ac.in>

To: "IIT Kharagpur Office of Dean, International Relations" <ir-office@adm.iitkgp.ac.in>

Cc: "Subhasish B Majumder" <subhasish@matsc.iitkgp.ac.in>, "Chacko Jacob"
<cxj14_holiday@yahoo.com>

Sent: Tuesday, September 26, 2023 4:33:26 PM

Subject: Re: VISA/Ministry Related Documents [Invitation to deliver a talk at ICFM
2024_Jan 9-11 @ IIT Kharagpur]

Re: VISA/Ministry Related Documents [Invitation to deliver a talk at ICFM 2024_Jan 9-11 @ IIT Kharagpur]

From : Dr. Prasana K Sahoo
<prasana@matsc.iitkgp.ac.in> Tue, Sep 26, 2023 04:33 PM
📎 18 attachments

Subject : Re: VISA/Ministry Related Documents
[Invitation to deliver a talk at ICFM
2024_Jan 9-11 @ IIT Kharagpur]

To : IIT Kharagpur Office of Dean, International
Relations <ir-office@adm.iitkgp.ac.in>

Cc : Subhasish B Majumder
<subhasish@matsc.iitkgp.ac.in>, Chacko
Jacob <cxj14_holiday@yahoo.com>

Dear Arup,
I am sharing with you Forms 16,17, and 18 for six international speakers who need VISA and Ministry clearance. Please find it in the attached file. Please let us know if you need further information.

Please clarify whether the international office will send the Invitation letter to directly the invite for the VISA application.

Regards
Prasana

Prasana Kumar Sahoo, Assistant Professor,
Quantum Materials and Device Research Lab (QMDrL)
Materials Science Centre, Indian Institute of Technology Kharagpur,
Kharagpur, West Bengal, 721302, India
Ph.: +91-32222-83980 (O), 69570 (Lab)

From: "IIT Kharagpur Office of Dean, International Relations" <ir-office@adm.iitkgp.ac.in>
To: "Prof. Prasana Kumar Sahoo" <prasana@matsc.iitkgp.ac.in>
Cc: "Subhasish B Majumder" <subhasish@matsc.iitkgp.ac.in>, "Chacko Jacob" <cxj14_holiday@yahoo.com>
Sent: Monday, September 25, 2023 10:50:37 AM

Subhasish Basu Majumder, Ph.D

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From: "Prof. Prasana Kumar Sahoo" <prasana@matsc.iitkgp.ac.in>
To: "Subhasish B Majumder" <subhasish@matsc.iitkgp.ac.in>
Sent: Friday, September 22, 2023 5:18:04 PM
Subject: Re: VISA/Ministry Related Documents [Invitation to deliver a talk at ICFM 2024_Jan 9-11 @ IIT Kharagpur]

Dear Prof. SBM,
So far, we have received six speaker's files that need ministry clearance and a letter for VISA processing. Please put your signature and send it back to me for further processing.

Kind regards
Prasana

From: "Prof. Prasana Kumar Sahoo" <prasana@matsc.iitkgp.ac.in>
Cc: "hoc" <hoc@matsc.iitkgp.ac.in>
Sent: Tuesday, September 12, 2023 12:36:56 PM
Subject: VISA/Ministry Related Documents [Invitation to deliver a talk at ICFM 2024_Jan 9-11 @ IIT Kharagpur]

Dear Speakers,

I hope this email finds you well. Once again, I would like to express our sincere gratitude for accepting our invitation to speak at the ICFM 2024, IIT Kharagpur, India, from 9-11th January 2024. Your expertise and insights will undoubtedly contribute to the success of the conference. More updates related to the conference can be found at <https://icfm.info/>

In order for me to prepare an **Invitation Letter for your VISA application**, please can you send me a **soft copy of your passport page**, clearly indicating **your full name, your date of birth, Place of birth, passport number, Date and place of Issue of Passport, and the expiry date of your passport.**

I would appreciate it if you could find time to fill out the FORM 18

- **FORM 17_Template of Invitation Letter_Yukio Sato.docx**
16 KB
- **FORM 18_Ministry Clearance Form.docx**
48 KB
- **FORM 17_Template of Invitation Letter_Patrick Parkinson.docx**
16 KB
- **FORM 18_Ministry Clearance Form-Patrick Parkinson.docx**
47 KB
- **FORM 17_Template of Invitation Letter_Lutz Waldecker.docx**
16 KB
- **FORM 18_Ministry Clearance Form (1).docx**
46 KB
- **FORM 17_Template of Invitation Letter_Unyong Jeong.docx**
16 KB
- **FORM 18_Ministry Clearance Form-Unyong Jeong.docx**
47 KB
- **FORM 17_Template of Invitation Letter_Jesús Jacobo Hernández Montelongo.docx**
16 KB
- **FORM 18_Ministry Clearance Form-JHM.docx**
47 KB
- **FORM 17_Template of Invitation Letter_Diana Qiu.docx**
16 KB
- **FORM 18_Ministry Clearance Form.docx**
47 KB
- **FORM 16_Issuane of Visa Form_Diana Yuan Qiu.docx**
732 KB