

<u>Pre-Approval Request Form for Conference</u>	
Name of the Faculty, Department and DoJ	
RCID of the Paper	
List of Authors with affiliation	
If more than one author from CMRIT? (Other CMRIT faculty need to sign for No Objection)	
Is the Conference Scopus Indexed? (Verified and Signed by DRC Head)	
Registration fee Details	
Whether the faculty cleared the DRC & RC review process? (Verified and Signed by DRC Head and HoD)	
Is the Conference paper is eligible to claim the Incentive? (Verified and Signed by RC Convenor)	
Whether all the hard copy and soft copy proof related to pre-approval is submitted? (Verified and signed by RC Convenor)	
Amount to be Sanctioned (To be filled by RC Convenor)	
Any other comments /Suggestions (To be filled by RC Convenor)	

Principal

Post-Conference Verification	
Whether the hard copy/soft copy of the conference Publication Proof is Submitted? (Verified and signed by RC Convenor)	

Principal