

GALGOTIAS UNIVERSITY, UTTAR PRADESH

Plot No-2 sector-17A, Yamuna Expressway,
Greater Noida, Distt- Gautam Budh Nagar,
Uttar Pradesh Pin-203201



**Training
Application Form for Faculty**

Date:.....

To,
The Galgotias University

Through: Head of Dept. of

Name of Faculty:.....Designation.....

Respected Sir/Madam,

I wish to avail the financial assistance for attending Training/STTP/CEP/FDP.

The details are under

Name of Training Programme:

Duration of Training:

Venue:

Organizer:

Registration Fee (Rs):

Reason (Topic is related to):

- i) Ph.D ii. Subject Teaching iii. Laboratory handling iv) Portfolio assigned
v) Add value to career advancement (Senior Grade/Selection Grade) vi) Other

Following documents are attached herewith

Application for attending the Training/STTP/CEP/FDP duly forwarded by HOD.

- 1) Copy of Training/STTP/CEP/FDP leaflet.
- 2) Xerox copy of certificate of participation (To be submitted after the event within a week)
- 3) Total expenses incurred after setting the account (To be submitted after the event within a week)

Kindly approve the same

Thanking You,

Sincerely,

Signature & Name of Faculty Member**Dean of School****Training
Coordinator****FDP Training Incharge**

Particular	Amount Budget	Amount Approved
Registration Fee	Rs.	
T.A.	Rs.	
Accommodation Charges	Rs.	
Other	Rs.	
Total		

Approved By**Vice- Chancellor****Accounts: for Release of Payment**