

Guideline for Paper Presentation Grant

Approved by Executive Council Dated: 20 Shrawan 2075

Objective of the Grant

The paper presentation grant is provided to faculty for paper presentation in International Conferences. It has been designed to stimulate the faculty involved and also to positively highlight KU's research activities in international level

As we believe that allowing faculty to present paper in international arena will also serve as a motivation for them to engage in research activities. It is one of the component of Silver Jubilee initiative as Global Initiative and also dissemination of research activities of the University in International Research Forum.

Deans, Professor and Associate Professors will provide leadership in their respective area for generating fund for this provision through research and project activities.

Eligibility for the Allowances

Those who fulfill the following criteria are eligible for Paper Presentation Grant

1. Regular teaching faculty (permanent or full time contract) of the University who has served for 3 years at Kathmandu University
2. The grant shall be provided to Oral and poster Presentation
3. It should be presented in International conference, as far as possible the paper should be peer reviewed
4. Only one presenting author will be provided with the allowances for multi authored paper
5. Concern HOD/ Dean should release the faculty for particular period from regular duty.
6. The faculty will get an opportunity for presentation only on alternative year.**
7. Only one faculty from a department will be provided with the fund for same conference**
8. Research should be done in KU and it should be authenticated by the Dean**
9. The travel plan should be as per approved the annual / semester plan**

Grant:

The grant for paper presentation will be Rs. 45000/-.**

The grant will be given as

- 50% pre- presentation **
- 50% after the presentation with submission of travel report, certificate of participation (if applicable), Full paper of the article / presentation **



Post Conference Responsibilities

The applicants should submit

1. Full version of the paper presented upon their return to the University. The paper will be displayed in the Library and will be on Library website. Should submit softcopy in pdf format
2. Brief Report of the Travel

Approving Authority

- **Faculty: Dean with recommendation from HOD**
- **Non-Teaching: Registrar with recommendation from Dean/ CAO**


Aboard Visit:

1. The duration of visit should not exceed 10 days including the conference and travel * days.
2. The applicant shall not be provided with any other allowances such as Daily Allowance and Travel Allowance or 1/4 Daily Allowances
3. The travel should be approved 15 days before the travel**
4. The applicant needs to fill the online travel Order Form and get the approval before 15 days.

** New provision

Requirement for applying

1. Application Form
2. Abstract of the paper
3. Invitation of the Conference


10 Aug. 2018