

	<b><u>Proforma for Academic Approval</u></b>
1.	Name of Organizing Department/ College/ Institute/ Centre & address:
2.	Title of the Conference, Venue and proposed dates
3.	Whether the Conference is International/ National/ Local
4.	Proposed Conference coordinator's name and contact details
5.	Concept Note (Please attach a separate sheet)
6.	Significance of the topic
7.	Objectives of the Conference/ Seminar
8.	Impact on subject area
9.	Expected Outcome in the form of curriculum support, publications, e-post any other
10.	Name & designation in affiliating Institution of Chief Guest/ Guest Honour/ Resource Person
11.	Date of Submission of application
	<b>APPROVED/ NOT APPROVED</b>