

**INDIAN INSTITUTE OF TECHNOLOGY BOMBAY**  
Form for Refundable Advance

Name of the Student					
Department		Programme		Roll No.	
Advance previously availed from other organization				Advance previously availed from IIT Bombay	
Name and Address of the Conference allowed to attend					
Duration		Date of journey		Date of return	
Name of the organization giving financial advance					
Amount of advance required		Rs. _____ (Rupees _____)			
<p>The Refundable Advance granted to me shall be utilized for the purpose of expenditures involved in attending the conference/Seminar/Meeting only.</p> <p style="text-align: right;">Signature of the Student</p>					
<p>The Refundable Advance to be provided to my student Mr./Ms. _____ may be granted in my name. I assure that the Refundable Advance granted to him/her will be utilized for the designated purpose only. I undertake to get the Refundable Advance settled by my student within the stipulated time.</p> <p>Name of Supervisor: _____</p> <p style="text-align: right;">Signature of the Supervisor</p>					
Salary Code					
Recommendation of Head of the Department _____					Signature of HOD
<p>Refundable advance of Rs. _____ is sanctioned for payment.</p> <p style="text-align: right;">Dean (A.P.)</p>					