

Check List for International Visiting Faculty

Name of the Visiting Faculty :

Name of the University Employed :

Purpose of Visit :

Topic(s) :

Visited Dates : **From:** **To:**

Total days :

S. No	Requisite	Available / Not Available	Verified & Approved
1	Request Letter to the visiting faculty		
2	Acceptance Letter from the visiting faculty		
3	CV of visiting faculty		
4	Delivery Plan		
5	Report		
6	Geotagged Photos		
7	Settlement Form / Account Statement / Bill Copies.		

Faculty In-charge

ERP In-charge

Head-CHE

Dean-I&R

Verified by

IQAC Team

Dean-IQAC