



**Format for providing feedback on return to SMVDU after participating in National / International Conferences / Workshops / Seminars etc.**

1. Name of the Faculty member .....

2. Designation .....

3. Name of the School .....

4. Name of Venue / Place / Country where conference etc. was held:

5. Name of the topic / sub topic / no. of sessions attended :

6. Brief report on the conference attended (*to be enclosed*)

7. Outcome / Benefit from the conference (*within 4-5 lines*)

.....  
.....  
.....  
.....  
.....

8. Whether delivered a seminar after return from the visit in the concerned school :

Yes

No

(Tick the appropriate box)

9. Reference No. & Date of the University permission letter .....

Signature of the concerned faculty member .....

[Name in full:.....]

Recommended / Not-recommended by HoS.....

Recommended / Not recommended by Dean of the concerned Faculty .....

To,  
Registrar