



JSS Academy of Higher Education & Research (JSS AHER) Guidelines for Travel Grant to Students and Research Scholars

1. Preamble

JSS Academy of Higher Education & Research (JSS AHER) encourages its full-time scholars/students to participate and present their research work in reputed state/national and international conferences, seminars, symposia, and workshops, thereby enhancing the academic visibility and research footprint of the institution.

2. Objectives

- To promote research dissemination and academic excellence
- To encourage student and scholar participation in reputed scientific forums
- To enhance inter-institutional and international collaborations

3. Eligibility

The Travel Grant is applicable to full time:

- Undergraduate (UG) students
- Postgraduate (PG) students
- Ph.D. scholars registered under JSS AHER

4. Maximum Financial support:

Sl. No	Conference Type	Region/ Country	Amount (INR)
01	State/National Conference	South India	₹ 5,000/-
02	State/National Conference	North India	₹ 10,000/-
03	International Conference	SAARC Countries	₹ 15,000/-
04	International Conference	ASEAN Countries	₹ 20,000/-
05	International Conference	Other Asian & Middle Eastern Countries	₹ 25,000/-
06	International Conference	USA, UK, Europe and other Countries	₹ 30,000/-

5. General Conditions

- The amounts indicated represent the maximum admissible ceiling or the actual expenditure incurred, whichever is less, for financial assistance under the JSS AHER Travel Grant.
- Financial support shall be provided for in-person presentation of research papers or posters at recognized national or international academic forums. No travel grant shall be sanctioned for online/virtual conferences or for cases where the applicant is not physically present at the conference venue.
- The student/scholar seeking financial assistance and their supervisor must be listed as authors of the accepted paper and the work. If a paper has multiple students or authors only one student author per paper will be eligible for financial support
- The applicant shall certify that the work being presented is original and has not been published/presented elsewhere.
- The grant is subject to availability of funds, quality and relevance of the conference, and compliance with JSS AHER Research Policy and Statutes.

6. Essential conditions:

- Applicant must be currently enrolled/registered at JSS AHER
- Must have an accepted abstract/paper/poster for presentation
- The research work should carry JSS AHER affiliation
- Ethics Committee approval (where applicable)
- The conference should be organized by a reputed society/institution/organizations

7. Priority will be given to:

- First author / presenting author
- First-time conference presenters
- Students/scholars with limited external funding

8. Nature and Quantum of Financial Assistance

The Travel Grant may cover **partial reimbursement** of the following:

- Travel expenses (bus/train/air – economy class only)
- Conference registration fee
- Accommodation (as per university norms)

9. Application Procedure

- The applicant shall submit the Travel Grant Application Form at least 30 days prior to the scheduled travel.
- The application shall be submitted preferably at least one month in advance of the actual conference/workshop/symposium/seminar and shall have to be recommended by the supervisor and forwarded by the head of the institution/department with leave and permission granted for the period.
- The following documents must be enclosed:
 - Conference acceptance letter
 - Registration details
 - Copy of abstract / full paper
 - Recommendation from Guide and Head of the Department
 - Estimated budget
- Benefits for attending the conference
- Applications shall be scrutinized by the University Research Committee / Travel Grant Committee.
- Number of scholars/students for whom financial assistance can be provided in an year shall be based on the amount allocated by the university for the purpose. If the number of applicants is more than the number approved for assistance, preference shall be given in the following order
 - Preference shall be given to scholars
 - Abstracts accepted in Scopus/WoS index journals
 - Number of papers published by the candidate in peer reviewed journal with impact factor
- Final approval shall be accorded by the Competent Authority, JSS AHER.

10. Post-Travel Compliance

Within 15 days of completion of travel, the beneficiary must be submitted:

- Original bills, tickets, and boarding passes
- Participation / presentation certificate
- A brief post-conference report highlighting outcomes, learning, and collaborations
- Submission/upload of the paper in the Institutional Repository, wherever applicable
- Provide account details with cancel cheque or bank statement for confirmation cancelled cheque as bank of account.

11. Frequency of Support

- Normally two travel grant (1 National & 1 International) per academic year per student/scholar
- Additional support may be considered based on merit and availability of funds

12. Authority and Amendments

- Submitting the application does not guarantee the award of the grant.
- The proposal will be evaluated by a scrutiny committee and final decision will be taken by the university.
- JSS AHER reserves the right to modify the guidelines and sanction or reject applications based on merit, quality of conference, and availability of funds.