Travel Grants for Paper/Poster Presentation

# How to Apply

To apply for the travel grant, the applicant needs to fill-in the Travel Grant application form with appropriate information. Following two forms are available:

1. Travel Grant Application Form for Paper Presentation (in seminar, conference and symposium)
2. Travel Grant Application Form for Pursuing Higher Studies Abroad (Ph.D. and Postdoc studies abroad and visits under cultural exchange program)

# Who can Apply/Eligibility Criteria

## A. For presentation of paper in National and International Conferences, seminars and symposia

1. **Faculty Members**
2. **Non-teaching University Staff**
3. **Ph.D. Scholars**

## B. To proceed for Ph.D. /To return after completion of Ph.D.

1. All citizens of Pakistan.
2. Registration in a Ph.D. programme at any HEC recognized foreign university.

## C. To proceed for Post-Doctorate/To return after completion of Post-Doctorate (minimum duration 09 months)

1. Faculty members of public sector universities/degree awarding institutions.
2. Selection/nomination against an approved programme of the HEC/ Government of Pakistan or an offer/acceptance by an International Agency.

## D. To proceed under Cultural Exchange Program/To return under Cultural Exchange Program

1. Faculty Members of public sector Universities/Degree Awarding Institutions.
2. Nomination by the Government of Pakistan against any facility under Cultural Exchange Programme.
3. HEC employees are not eligible for travel grant under this programme.

# Terms and Conditions

1. The travel grant application for presentation of research paper must receive at HEC **at least 6 weeks (42 days) before the conference/seminar/workshop event date**. It will be the responsibility of the applicant to ensure timely delivery of application at HEC.
2. The Travel Grant applications to proceed or return after completion of higher studies must receive in HEC **prior to or within three (03) months of date of travel**. It will be the responsibility of the applicant to ensure timely delivery of application at HEC.
3. University faculty members and Ph.D. scholars can avail a maximum of one (01) travel grant within a fiscal year.
4. A maximum of two (02) travel grants will be awarded per university for the same conference. However, one Travel Grant is permissible per department for the same conference.
5. In case, there is more than one applicant from the same department, preference will be given to faculty member/scholar who hasn't availed travel grant during the last two years. In case of tie, the decision will be made by the Head of Institution.
6. HEC discourages travel grants to visit home country by Ph.D. scholars studying abroad and by foreign faculty for attending seminars and conferences.
7. For poster presentation, the impact factor of the year of publication will be considered for computation purpose.
8. After attending the event, **the applicant has to submit his/her feedback about the event at prescribed form (Annex-D).**

**[FOR FURTHER DETAILS, PLEASE VISIT:** [**http://hec.gov.pk/english/services/faculty/HEC%20Research%20Travel%20Grant/Pages/Who-Can-Apply.aspx**](http://hec.gov.pk/english/services/faculty/HEC%20Research%20Travel%20Grant/Pages/Who-Can-Apply.aspx)**]**